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1991 ANNUAL REPORT

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1991 ANNUAL REPORT

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ACCOUNTING DEPARTMENT

Attached herewith are the following Accounting reports required to be incorporated into the 1991 Annual Town Report:

- Balance Sheet
- Receipts and Expenditures
- Bonded Debt Schedule
- Bond Maturities and Interest Payable
- Tax Rates and Valuations
- Debt Accounts
- Trust and Investment Accounts

Elizabeth M. Quinlan
Elizabeth M. Quinlan
Town Accountant

BALANCE SHEET JUNE 30, 1991

GENERAL ACCOUNTS

ASSETS

CASH:		
General		$ 1,644,853.19
Invested		2,768,782.84
Repos		2,400,000.00
No Blast		30,692.66
Mass. Small Cities		.20
Special Details		(2,755.68)
Petty Cash		200.00
ACCOUNTS RECEIVABLE:		
TAXES:		
Levy of Prior to 1987		
Personal Property	$ 47,264.18	
Real Estate	82,027.57	
Levy of 1988		
Personal Property	18,564.21	
Real Estate	(55,592.63)	
Levy of 1989		
Personal Property	17,531.26	
Real Estate	(16,440.35)	
Levy of 1990		
Personal Property	13,219.82	
Real Estate	66,262.71	
Levy of 1991		
Personal Property	68,250.10	
Real Estate	613,676.12	
Levy of 1992		
Personal Property	156,280.52	
Real Estate	5,278,776.88	6,289,820.39
TAXES IN LITIGATION:		104.04
MOTOR VEHICLE EXCISE:		
Levy of Prior to 1987	223,215.14	
Levy of 1988	64,253.45	
Levy of 1989	53,759.77	
Levy of 1990	44,311.95	
Levy of 1991	101,226.55	486,766.86

BOAT EXCISE:		
Levy of Prior to 1987	$ 7,985.92	
Levy of 1988	2,436.00	
Levy of 1989	2,303.28	
Levy of 1990	3,920.00	
Levy of 1991	3,465.00	$ 20,110.20
FARM AMINAL EXCISE:		
Levy of Prior to 1979	175.07	
Levy of 1984	1,834.84	
Levy of 1985	1,917.89	
Levy of 1986	1,481.86	5,409.66
SPECIAL ASSESSMENT:		
SEWER:		
Unapportioned	(2,620.03)	
Paid in Advance	146.37	
Added to Taxes:		
Levy of Prior to 1987	(1,273.71)	
Levy of 1988	247.30	
Levy of 1989	1,492.96	
Levy of 1990	377.86	
Levy of 1991	2,447.19	
Sewer Rentals:		
Levy of Prior to 1987	(6,847.63)	
Levy of 1988	1,241.79	
Levy of 1989	(10.43)	
Levy of 1990	1,808.40	
Levy of 1991	7,566.42	
Committed Interest:		
Levy of Prior to 1987	250.78	
Levy of 1988	6.92	
Levy of 1989	213.67	
Levy of 1990	(75.43)	
Levy of 1991	724.22	5,696.65
TAX TITLES & POSSESSIONS:		
Tax Titles	279,542.44	
Tax Possessions	35,793.14	315,335.58
DEPARTMENTAL		
Sewer Rentals:		
Levy of Prior to 1987	2,868.37	
Levy of 1990	22,948.45	
Levy of 1991	143,132.82	168,949.64

WATER:		
Lien Added to Taxes:		
Levy of Prior to 1987	$ 3,836.90	
Levy of 1988	(1,466.69)	
Levy of 1989	(1,587.05)	
Levy of 1990	2,253.53	
Levy of 1991	6,875.84	
Rates:		
Levy of Prior to 1987	3,679.23	
Levy of 1990	(21,212.56)	
Levy of 1991	110,933.74	
Water Maintenance:		
Levy of 1990	920.63	
Levy of 1991	(14.66)	$ 104,218.91
CONSTRUCTION:		
Water Lien ATT:		
Levy of Prior to 1987	(18,012.06)	
Levy of 1988	(488.98)	
Levy of 1989	(736.10)	
Levy of 1990	751.25	
Levy of 1991	2,292.02	
Rates:		
Levy of Prior to 1987	428.11	
Levy of 1990	11,399.36	
Levy of 1991	36,978.01	32,611.61
WATER & SEWER:		
Added to Taxes:		
Levy of 1989 - Interest	(1,108.99)	
- Demands	(315.00)	
Levy of 1990 - Interest	1,490.72	
- Demands	210.00	
Levy of 1991 - Interest	2,261.57	
Demands	619.48	3,157.78
AID TO HIGHWAY		
STATE		126,802.00
DEPARTMENTAL:		
Veteran's Benefits		(863.76)
DUE FROM BANK LIQUIDATION		11,542.34
LOAN AUTHORIZED		345,000.00
REVENUE - FY 1992 APPROP. VOTED		24,026,402.85
TOTAL ASSETS		$ 38,782,837.96

LIABILITIES & RESERVES

COUNTY DOG LICENSES		$ 9,457.05
PAYROLL DEDUCTIONS:		
Federal Withholding Taxes	$ 2,659.04	
State Withholding Taxes	652.36	
F.I.C.A.	(22,939.87)	
Medicals & Group Ins.	92,566.01	72,937.54
GUARANTEED DEPOSITS:		
Planning Board	57,492.40	
Board of Appeals	14,864.29	
Bid Deposit	200.00	72,556.69
PUBLIC LAWS ACCOUNTS:		
CH. 1 FY 91 305-035-1-0262-0	(5,906.02)	
CH. 2 FY 90 ECIA	8.29	
CH. 2 FY 91 ECIA 302-230-1-0262-2	807.92	
CH. 2 FY 88 ECIA	(13.35)	
CH. 2 FY 87 ECIA BLOCK GRANT	(20.03)	
P.L. 94-142 FY 91 240-015-1-0262-2	6,667.68	
P.L. 94-142 FY 90 240-182-0-0262-2	(9,381.53)	
P.L. 94-142 FY 89 240-279-9-0262	(4,594.71)	
P.L. 94-142 FY 88 240-276-8-0262	(332.55)	
P.L. 94-142 FY 87 240-255-7-0262-2	168.30	
P.L. 94-142 FY 87 262-158-7-0262-2	70.57	
P.L. 94-142 FY 85 240-271-5-0262-2	(155.21)	
P.L. 94-142 FY 84 240-304-4-0262-2	81.89	
P.L. 94-142 Early Childhood FY 90	(264.04)	
P.L. 89-313 FY 90 200-142-0-0262-2	822.75	
P.L. 89-313 FY 89 200-293-9-0262-2	50.97	
P.L. 89-313 FY 88 200-315-8-0262-2	(943.85)	
P.L. 89-313 FY 87 200-241-7-0262-2	584.69	
P.L. 89-313 FY 86 200-272-6-0262-2	12.87	
P.L. 89-313 FY 85 200-249-0262-2	50.56	
P.L 89-313 FY 83 200-153-0262-0	14.14	
P.L. 98-337 FY 86 Math & Science	1,084.00	
OCC. EDUC. FY 88 400-071-8-0262-2	(1,234.62)	
P.L. 99-457 FY 91 262-157-1-0262	747.80	
P.L. 99-457 FY 90 262-157-0-262-2	28.86	
P.L. 99-457 FY 89 262-177-9-0262-2	355.13	
Title II - Math & Science FY 91	804.93	
Title II - Math & Science FY 90	100.00	
Education Technology Grant FY 88	(3,221.34)	
GAAD FY 91 P.L. 99-570	4,937.00	
GAAD FY 88 P.L. 99-570	(11.90)	
Professional Dev. Grant	1.67	
Horace Mann Grant	4,402.16	
NCT Ex Off.	4.97	
Lea Grant	3,598.00	

PUBLIC LAWS ACCOUNTS:		
CH. 188 FY 1991	$ 1,278.29	
CH. 188 FY 1990	(1,230.39)	
Gifted & Talent FY 89	(8.00)	
CH. 188 FY 1989	2,728.78	
CH. 188 FY 1988	1,925.35	
CH. 188 FY 1987	533.67	
CH. 188 FY 1986	1,423.38	
P.L. 94-142 Tech.Asst.251-171-1-0262	3,876.24	
P.L. 92-318 Occ. Fed.	4,293.28	$ 14,146.60
VOCATIONAL EDUCATION:		
P.L. 88-210 George Barden Fund		8,474.14
OTHER GRANTS:		
Restoration of Town Hall	5,500.00	
MPTF Town Hall	60,000.00	
Highway	32.38	
Council on Aging	6,421.67	
Outreach	2,684.72	
Community Affairs	7,500.00	
Municipal Equalization (Library)	11,679.43	
Right to Know Law	24.88	
Arts Lottery	14,377.09	
Engery	3,849.89	
Mass. Small Cities	.28	
Saugus Center Revitalization	535.79	
No Blast	30,692.66	143,298.79
SPECIAL PROJECT - ROUTE I		1,855.40
HEALTH - SPECIAL SEWER PROJECT		23,902.59
SEWER REHABILITATION ACCOUNT		401,432.58
SECONDARY WASTEWATER TREATMENT		177,759.54
BI-CENTENNIAL COMMISSION		743.00
REVOLVING ACCOUNT:		
Cafeteria	29,974.96	
Athletic	32,315.92	
CH. # 88	15,445.92	
Summer School	12,898.36	
Evening School	4,563.70	
School - Computer	112.90	
Playground - Computer	265.00	
Harbormaster	390.00	
Anti-Litter	170.00	
Clock Fund	24.92	
Special Details	(2,755.68)	93,406.00

WETLAND PROTECTION FUND		$ 3,556.50
ENTERPRISE FUND:		
Kasabuski Rink		12,328.30
TRUST FUND INCOME:		
Ora Kimball Welfare	$ 2,302.99	
Anne Kimball Library	1,146.28	
Johnson Library	1,881.45	
Wilson Library	1,391.36	
Cemetery Perpetual Care	31,206.16	37,928.24
CEMETERY SALE OF LOTS & GRAVES		119,915.50
GIFTS AND BEQUESTS:		
Bertha S. Barrar High School		998.45
TAILINGS:		
Unclaimed Checks		18,015.20
RECEIPTS RESERVED FOR APPROPRIATION:		
Highway	(126,802.00)	
Sewer	(98,149.32)	
Water	(979.88)	
State Aid - Library	14,814.00	(211,117.20)
RESERVE FOR PETTY CASH		50.00
RESERVE FOR BANK LIQUIDATION		11,542.34
OVER-UNDERESTIMATED:		
Mosquito Control Project	186.00	
MBTA	36.00	
Special Educ.	(56.00)	
Motor Vehicle Parking Surcharge	(2,360.00)	(2,194.00)
LOAN AUTHORIZED - UNISSUED		345,000.00
TEMPORARY LOAN - SAN		60,328.00
INTEREST		(2,002.00)
OVERLAY RESERVE FOR ABATEMENT:		
Levy of Prior to 1987	34,486.32	
Levy of 1988	14,288.67	
Levy of 1989	70,005.69	
Levy of 1990	315,788.04	
Levy of 1991	309,128.30	743,697.02
APPROPRIATION BALANCE:		
Revenue:		
General	1,103,970.22	
Non-Revenue:		
Sewer	107,812.82	
Water	490,726.78	
School	287,984.84	1,990,494.66

APPROPRIATION FY 1992 - VOTED		$ 31,395,123.41
TAXES IN LITIGATION REVENUE		223.72
REVENUE RESERVED UNTIL COLLECTED:		
Farm Animal Revenue	5,409.66	
Motor Vehicle Excise Revenue	486,766.86	
Boat Excise Revenue	20,110.20	
Sewer Revenue	174,646.29	
Water Revenue	88,614.72	
Water Constr. Revenue	48,215.80	
Water & Sewer Revenue	3,157.78	
Tax Title & Tax Possession Revenue	315,335.58	
Aid to Highway Revenue	126,802.00	
Departmental Revenue	(863.76)	1,268,195.13
SURPLUS REVENUE		1,970,784.77
TOTAL LIABILITIES AND RESERVES		$ 38,782,837.96

Town Accountant
nbs

RECEIPTS

JULY 1, 1990 - JUNE 30, 1991

FISCAL 1991

General Revenue	$ 27,954,026.83
Commercial Revenue	1,448,860.54
General Government	392,008.96
Protection to Persons & Property	286,997.45
Health & Sanitation	1,986,778.68
Veteran's Benefits	11,578.61
Highways & Bridges	126,802.00
Education & Libraries	797,624.82
Enterprises & Cemetery	1,617,333.93
Interest	722,670.52
Indebtness	120,000.00
Agency & Trust	4,495,012.78
Guaranteed Deposits	17,423.00
Refunds	437,923.98
Sub-total	$ 40,415,042.10
Certificate of Deposits	14,352,641.25
Repos	19,218,000.00
Transfers	136,630.85
Total	$ 74,122.314.20

RECEIPTS

JULY 1, 1990 - JUNE 30, 1991

GENERAL REVENUE:

TAXES:

Levy of FY 92	Real Estate	$ 663.16	
Levy of FY 91	Personal	553,747.21	
Levy of FY 91	Real Estate	19,058,395.06	
Levy of FY 90	Personal	2,289.01	
Levy of FY 90	Real Estate	438,497.22	
Levy of FY 89	Real Estate	10,905.95	
Levy of FY 88	Real Estate	3,736.51	
Levy of FY 87	Personal	758.74	
Levy of FY 87	Real Estate	5,918.24	
Levy of FY 86	Personal	1,949.78	
Levy of FY 86	Real Estate	3,333.70	
Levy of FY 85	Personal	1,303.06	
Levy of FY 85	Real Estate	444.79	
Levy of FY 84	Personal	2,373.05	
Levy of FY 83	Personal	94.50	
Levy of FY 83	Real Estate	293.23	
Levy of FY 82	Real Estate	412.74	
In Lieu of Taxes			
Saugus Housing Authority		23,057.72	
Total			$ 20,108,173.67

LICENSES & PERMITS:

Liquor	118,905.00
Victulars	2,550.00
Trailer Storage	44,000.00
Entertainment	50.00
Sunday Entertainment	100.00
Auctioneer	25.00
Taxi	225.00
Auto Dealer	3,000.00
Coin-Op	4,900.00
Juke Box	50.00
Golf	100.00
Rinks	200.00
Fortune Telling	6.00
Valuable Goods (Gold)	200.00
Marriages	825.00
Certified Copies	6,018.70
Business Certificates	1,020.00
Misc.	349.35
Gasoline Storage	1,290.00
Discharges	260.00
U.U.C.'s	2,705.00

LICENSES & PERMITS: (Con't.)		
Raffles	$ 130.00	
Polls Books	112.00	
Pole Locations	320.00	
Total		$ 187,341.05
TAX TITLE REDEMPTIONS:		202,198.11
COMMONWEALTH OF MASS:		
Veteran's Abatement	21,081.00	
Elderly Abatement	91,995.00	
Blind Abatement	1,750.00	
Surviving Spouses	6,300.00	
School Aid CH. 70 FY 90	657,883.00	
School Aid CH. 70 FY 91	1,263,134.00	
Local Aid Fund	3,506,781.00	
School Transportation	235,944.00	
Tuition State Ward	51,150.00	
Lottery, Beano, & Charity	880,743.00	
Local Option - Room Occupancy	127,269.00	
Police Career Incentive	24,153.00	
Civil Defense	11,066.00	
Div. Capital	11.71	
C.O.L.A.	14,719.20	
Polling Hours	3,894.00	
CH. I FY 90	21,016.00	
CH. I FY 91	117,643.00	
CH. 2 ECIA	9,913.00	
P.L. 89-313 FY 91	7,150.00	
P.L. 94-142 FY 90	28,827.00	
P.L. 94-142 FY 91	124,823.00	
P.L. 94-142 Tech Assist.	3,989.00	
P.L. 99-457 Early Childhood	9,850.00	
Math/Science Teach. Training	4,586.00	
GAAD - P.L. 99-570 FY 91	16,363.00	
CH 188 - Sch Improvement	5,761.00	
State Aid for Library	12,970.00	
Municipal Equal Grant	10,493.09	
Arts Lottery	17,526.00	
Engery	3,000.00	
Unclaimed Money from Friendly's	364.00	
Total		7,292,148.00
ESSEX COUNTY:		
Court Fines	163,478.00	
Restitution	688.00	
Total		164,166.00
TOTAL FOR GENERAL REVENUE:		$ 27,954,026.83

COMMERCIAL REVENUE:

SPECIAL ASSESSMENTS:

SEWERS:

Unapport. Sewer Assess.	$ 300.00	
" " " Int.	3.00	
Apport. Sewer Pd. in Advance	3,585.94	
" " " " Int.	.83	
Apport. Sewer Added to Taxes		
FY 91	16,607.35	
FY 91 - Int.	6,490.35	
FY 90	348.17	
FY 90 - Int.	63.78	
Total		$ 27,399.4

PRIVILEGES:

Motor Vehicle & Trailer Excise:

Levy of 1991	828,809.28	
Levy of 1990	433,778.07	
Levy of 1989	139,213.70	
Levy of 1988	4,577.84	
Levy of 1987	4,605.01	
Levy of 1986	2,222.67	
Levy of 1985	1,381.77	
Levy of 1984	974.96	
Levy of 1983	804.83	
Levy of 1982	37.50	
Levy of 1981	42.21	
Levy of 1980	352.28	
Levy of 1969	66.00	
Total		1,416,866.1

Boat Excise:

Levy of 1991	3,218.00	
Levy of 1990	748.00	
Levy of 1989	158.00	
Levy of 1988	228.00	
Levy of 1987	243.00	
Total		4,595.0

TOTAL FOR COMMERCIAL REVENUE: . . . . . $ 1,448,860.5

GENERAL GOVERNMENT:

Town Clerk:

Dog Licenses	3,608.00	
Sport Fees	342.45	
Fines	300.00	
Total		4,250.4

Collector:		
Cost:		
Property Taxes	$ 4,370.00	
Motor Vehicle Excise	32,216.75	
Boat Excise	325.00	
Tax Title	5.00	
Total		$ 36,916.75
Service Fees for Delinquent Taxes	277.00	
Advertising Fees	144.00	
Total		421.00
Treasurer:		
Lien Certificates	17,275.30	
Trailer Fees	14,580.00	
Cert. of Redemption	300.00	
Rental - Cablevision	4,900.00	
Rental - Cliftondale	13,536.00	
Franchise Fee Cablevision	3,790.50	
Tel. Comm.	489.11	
Misc.	590.44	
Total		55,461.35
Manager:		
Subpoena Fees	8.00	
Copies	6.00	
Total		14.00
Purchasing:		
Bit of Deposits	2,600.00	
Sale of Ladder Truck	751.00	
Total		3,351.00
Assessors:		
Copies		117.00
Public Works:		
Street Opening Permits	8,900.00	
Maps & Plans	1,276.38	
Water Tap	1,200.00	
Total		11,376.38
Kasabuski Rink:		
Ice Rental	272,685.57	
Concession	5,550.00	
Pro Shop Sales	2,250.00	
Ajustment Prior Year	(384.54)	
Total		280,101.03

PROTECTION TO PERSONS & PROPERTY:

Building:		
Permits	$ 136,258.57	
Zoning Books	805.25	
Copies	6.40	
Cert. of Inspect.	1,770.00	
Total		$ 138,840.22
Fire:		
Permits		4,750.00
Electrical:		
Permits		28,225.90
Sealer:		
Fees		3,022.40
Conservation Comm.:		
Filing Fees		5,556.50
Police:		
F.I.D. Cards	168.00	
Witness Fees	26.20	
Auction (Bicycles)	132.00	
Reports	142.50	
Photos	226.00	
Gun Permits	3,410.00	
Taxi Lic.	12.00	
Dealer Lic.	254.00	
Ins. Copies	5,011.50	
Parking Tickets	48,579.60	
Special Details - Serv. Fees	46,773.63	
Misc. - Drugs, Lost or Stolen	1,867.00	
Money over past 10 years		
Total		106,602.43
TOTAL FOR PROTECTION TO PERSONS & PROPERTY:		$ 286,997.45

HEALTH & SANITATION:

Council on Aging:		
Elder Affairs	8,562.00	
Outreach Grant	4,644.00	
Total		13,206.00
Health:		
Plumbing Permits	10,079.00	
Gas Permits	6,020.00	
Health	35,313.00	

HEALTH & SANTITATION: (Con't.)		
Health - (Medicare - Vaccine)	$ 3,053.89	
" Pneumonia Clinic	565.00	
" Copies	20.00	
Total		$ 55,050.8
Sewer Account:		
Special Sewer	580.00	
Sewer Rehab.	27,599.00	
Secondary Wastewater Treatment	500,000.00	
Total		528,179.0
Canine:		
Adminstration Fee	1,840.00	
Boarding Fee	443.00	
Adoption Fee	114.00	
Fines	1,800.00	
Melrose Board	2,250.00	
Wakefield Board	3,000.00	
Peabody Board	7,000.00	
Copies	26.00	
Total		16,473.0
Sewer Division of Public Works:		
Sewer Rental Commitments:		
Rates 1991	1,270,323.73	
Rates 1990	50,877.11	
Added to Taxes FY 91	40,920.24	
Added to Taxes FY 90	10,207.38	
Added to Taxes FY 88	1,412.63	
Added to Taxes FY 87	32.70	
Added to Taxes FY 86	96.00	
Total		1,373,869.7
TOTAL FOR HEALTH & SANITATION:		$ 1,986,778.6
VETERAN'S BENEFITS:		
Comm. of Mass.	11,578.61	
TOTAL FOR VETERAN'S BENEFITS:		$ 11,578.6
HIGHWAYS & BRIDGES:		

TOTAL FOR HIGHWAYS & BRIDGES:			$ 126,802.0
EDUCATION & LIBRARIES:			
Schools:			
Evening		$ 3,285.00	
Summer		12,450.00	
Chapter # 88		3,286.43	
	Total		19,021.4
Libraries:			
Book Fines			5,249.5
Athletic Revolving Funds:			
Football		19,961.25	
Basketball		6,870.00	
Activity Fees		19,730.00	
	Total		46,561.2
School Lunch Program:			
Lunches		488,894.20	
Elderly - State		237,898.38	
	Total		726,792.5
TOTAL FOR EDUCATION & LIBRARIES:			$ 797,624.8
ENTERPRISES & CEMETERY:			
Water Division of Public Works:			
Water Rates - 1991		1,407,577.98	
Water Rates - 1990		33,836.82	
City of Lynn		2,655.15	
Water Lien Added to Taxes:			
FY 91		39,654.95	
FY 90		9,150.05	
FY 89		460.79	
FY 88		1,611.00	
FY 87		1,053.40	
FY 86		2,116.02	
Water Maintenance 1991		1,329.26	
Water Maintenance 1990		476.89	
Water & Sewer - Demands 1991		7,360.41	
- Interest 1991		10,617.19	
Water & Sewer - Demands 1990		4,209.38	
- Interest 1990		11,561.20	

Water Div. (Con't.)		
Water & Sewer ATT - Int. FY 91	$ 11,944.89	
- Cost	3,313.89	
Water & Sewer ATT - Int. FY 90	5,471.06	
- Cost	830.00	
Total		$ 1,555,230.33
Cemetery:		
Land Sales	15,195.00	
Internments	40,465.00	
Foundation	6,443.60	
Total		62,103.60
TOTAL FOR ENTERPRISE & CEMETERY:		$ 1,617,333.93
INTEREST:		
Perpetual Care Fund	33,458.61	
Johnson Library	397.45	
Wilson Library	192.68	
Anne M. Kimball Fund	262.17	
Real Estate & Personal	100,699.48	
Motor Vehicle Excise	8,698.90	
Boat Excise	204.99	
Tax Title Redemptions	15,040.93	
Deputy Collector Acct.	141.24	
Certificate of Deposits	84,941.19	
Repos	58,521.22	
Savings Account	354,397.81	
Kasabuski Rink	15,510.19	
Sewer Rehab.	23,444.12	
Secondary Wastewater Treatment	26,759.54	
TOTAL FOR INTEREST:		$ 722,670.52
INDEBTEDNESS:		
Temp. Loan (SAN)	120,000.00	
TOTAL FOR INDEBTEDNESS:		$ 120,000.00
AGENCY & TRUST:		
Perpetual Care Bequest	15,065.00	
Fish & Games	11,310.25	
Federal Taxes	2,589,415.11	
F.I.C.A.	35,296.18	
State Taxes	1,001,024.71	
Blue Cross & Blue Shield	712,635.79	
Medical East	6,006.95	

AGENCY & TRUST: (Con't)		
North Shore	$ 8,235.94	
Bay State	47,712.22	
Harvard Medical	11,054.02	
U.S. Health	3,715.72	
Met. Life Ins.	53,540.89	
TOTAL FOR AGENCY & TRUST:		$ 4,495,012.78
GUARANTEED DEPOSITS:		
Planning Board	12,423.00	
Board of Appeals	5,000.00	
TOTAL FOR GUARANTEED DEPOSITS:		$ 17,423.00
REFUNDS:		
Manager	450.00	
Postage - School	132.85	
Town Clerk	225.00	
Accounting	13,195.10	
Data Processing	75.00	
Cap. Equip.	2,094.00	
Cap. Improv.	18,920.00	
Library	225.00	
Police	2,055.00	
Harbormaster	38.58	
Forestry	200.00	
Public Works - O'time (Sal.)	795.16	
Hwy - Sal (Buy Back Sick Leave)	717.27	
Engineering	1,137.07	
Sewer	500.00	
Highway	805.10	
Water	4,565.16	
Motor Vehicle Maint.	164.04	
Building Maint.	200.00	
School - Sal.	600.00	
Insurance - Boston Life	277,058.76	
B/C - B/S - Retro	12,254.00	
Council on Aging	2,252.51	
Veteran's Benefits	257.61	
Art. 13 ATM 1989	5,000.00	
Art. 14 ATM 1989	7,200.00	
Art. 66 ATM 1989	329.90	
Art. 10 ATM 1990	49,375.47	
Art. 16 ATM 1990	23,000.00	
Art. 38 ATM 1990	7,500.00	
Workmen's Compensation - P.W.	2,551.69	
School	4,049.71	
TOTAL FOR REFUNDS:		$ 437,923.98

TOTAL RECEIPTS - FISCAL 1991		$ 40,415,042.1

MEMO:

Certificate of Deposits	$ 14,352,641.25	
Repos	19,218,000.00	
		$ 33,570,641.2

TRANSFERS:

Conservation Commission	$ 891.50	
Revenue Sharing Funds	47,202.61	
Engery	880.70	
Suicide Prevention Grant	891.80	
Curley Property	63,553.53	
Saugus Center Revitalization	18,449.61	
Surplus War Bond Fund	3,692.93	
Graham Churchard	971.67	
Post War Rehab.	96.50	
Total		$ 136,630.8

Town Accountant
nbs 8-26-91

1990 - 1991 EXPENDITURES

RECAPITULATION

GENERAL GOVERNMENT	$ 1,924,386.11
PROTECTION OF PERSONS & PROPERTY	4,485,617.88
HEALTH & SANITATION	2,085,589.55
HIGHWAY & BRIDGES	148,959.21
CHARITIES & VETERAN'S BENEFITS	80,547.46
SCHOOLS & LIBRARIES	13,543,237.00
RECREATION & UNCLASSIFIED	5,241,596.44
ENTERPRISES & CEMETERIES	395,361.80
INTEREST & MATURING DEBT	2,343,258.00
SPECIAL ARTICLES	3,483,155.47
JUDGMENTS	65,566.00
TOTAL APPROPRIATION	$ 33,797,274.92
NON-APPROPRIATION	7,709,482.06
	$ 41,506,756.9

1990 - 1991 EXPENDITURES

GENERAL GOVERNMENT

BOARD OF APPEALS:		
Salaries	$ 3,699.96	
Expenses	250.00	$ 3,949.96
PLANNING BOARD:		
Salaries	5,160.00	
Expenses	4,146.27	9,306.27
FINANCE COMMITTEE:		
Expenses		215.00
BOARD OF SELECTMEN:		
Salaries	12,515.36	
Expenses	13,459.35	25,974.71
MANAGER:		
Salaries	108,445.22	
Longevity	11,875.00	
Expenses	69,513.83	
Postage	32,632.37	222,466.42
LAW:		
Salaries	32,375.20	
Expenses	1,256.40	33,631.60
FINANCE/PERSONNEL:		
Salaries		55,285.78
DATA PROCESSING:		
Expenses		133,533.98
ACCOUNTING:		
Salaries	96,019.53	
Expenses	1,593.73	97,613.26
COLLECTOR & TREASURER:		
Salaries	104,110.11	
Expenses	4,087.65	
Tax Title Forecloser	41,258.85	149,456.61

TOWN CLERK:		
Salaries	$ 46,938.07	
Expenses	1,527.19	$ 48,465.26
ELECTION & REGISTRATION:		
Salaries	17,637.81	
Expenses	21,521.18	39,158.99
ASSESSORS:		
Salaries	85,469.05	
Expenses	4,035.40	89,504.45
PUBLIC WORKS:		
Salaries	628,892.47	
Expenses - Adm.	2,837.27	
Expenses - M.V. Maint.	32,131.75	
Expenses - Motor Pool	1,875.12	
Expenses - Engineering	2,033.50	667,770.11
CAPITAL ACCOUNTS:		
Equipment	109,822.91	
Improvement	238,230.80	348,053.71

TOTAL FOR GENERAL GOVERNMENT . . . . . $ 1,924,386.11

PROTECTION OF PERSONS & PROPERTY

POLICE:		
Salaries	1,984,927.41	
Expenses	138,317.99	2,123,245.40
HARBORMASTER:		
Salaries	1,972.98	
Expenses	3,943.46	5,916.44
FIRE:		
Salaries	1,544,594.83	
Expenses	41,401.21	1,585,996.04
BUILDING:		
Salaries	100,977.71	
Expenses- Adm.	1,001.89	
Expenses - Maint.	155,570.86	257,550.46

BUILDING/ZONING/ELECTRICAL:			
Expenses		$ 5,042.27	
ELECTRICAL:			
Salaries	23,148.07		
Expenses	138,898.70		
Streetlighting	324,084.79	486,131.56	
SEALER - WGTS & MEASURE:			
Salaries	6,385.60		
Expenses	424.89	6,810.49	
CONSERVATION COMMISSION:			
Salareis	3,195.00		
Expenses	7,185.07	10,380.07	
CIVIL DEFENSE:			
Expenses		4,545.15	
TOTAL FOR PROTECTION OF PERSONS & PROPERTY			$ 4,485,617.

HEALTH & SANITATION

INSPECTORS:			
Salaries		79,100.67	
HEALTH:			
Salaries	91,561.05		
Expenses	11,477.59		
Mosquito Control	5,047.46		
Rodent Control	1,356.50		
Rubbish Contract	350,314.56		
Resco	394,060.41	853,817.57	
CANINE CONTROL:			
Salaries	29,691.76		
Expenses	4,649.55	34,341.31	
COUNCIL ON AGING:			
Salaries	19,732.00		
Expenses	22,534.57	42,266.57	
SEWER DIVISION:			
Expenses		631,816.90	

BONDS:			
Phase III	$ 4,500.00		
Phase IV	30,000.00		
Phase V	7,500.00		
Lincoln Ave & Force Main	15,843.75		
Secondary Treatment	386,402.78	$ 444,246.53	
TOTAL FOR HEALTH & SANITATION			$ 2,085,589.55

HIGHWAY & BRIDGES

HIGHWAY DIVISION:			
Expenses	86,751.69		
Snow & Ice	48,400.52		
School Plowing	13,807.00	148,959.21	
TOTAL FOR HIGHWAY & BRIDGES			$ 148,959.21

CHARITIES & VETERAN'S BENEFITS

VETERAN'S BENEFITS:			
Salaries	5,000.04		
Expenses	460.00		
Expenses - Assist.	75,087.42	80,547.46	
TOTAL FOR CHARITIES & VETERAN'S BENEFITS			$ 80,547.46

SCHOOLS & LIBRARIES

SCHOOLS:			
Salaries	10,848,883.09		
Expenses	2,476,729.16	13,325,612.25	
LIBRARIES:			
Salaries	173,900.36		
Expenses	43,724.39	217,624.75	
TOTAL FOR SCHOOLS & LIBRARIES			$ 13,543,237.00

RECREATION & UNCLASSIFIED

PLAYGROUND:		
Salaries	$ 5,940.04	
Expenses	14,566.54	$ 20,506.58
KASABUSKI RINK:		
Salaries	147,739.58	
Expenses	156,685.64	304,425.22
INSURANCE:		
Expenses		2,770,150.78
HOLIDAYS & CELEBRATIONS:		
Expenses		1,500.00
CONTRIBUTORY RETIREMENT:		
Expenses		2,063,676.00
NON-CONTRIBUTORY RETIREMENT:		
Salaries	80,093.88	
Expenses	1,243.98	81,337.86

TOTAL FOR RECREATION & UNCLASSIFIED . . . . . $ 5,241,596.4

ENTERPRISES & CEMETERIES

WATER DIVISION:		
Expenses		84,119.03
CEMETERY:		
Salaries	124,583.73	
Expenses	8,365.98	132,949.71
FORESTRY & PARKS:		
Salaries - Forestry	53,626.16	
Salaries - Parks	72,478.18	
Expenses	52,188.72	178,293.06

TOTAL FOR ENTERPRISES & CEMETERIES . . . . . $ 395,361.8

INTEREST & MATURING DEBT

MATURING & DEBT:	$ 1,610,000.00	
INTEREST:	733,258.00	
TOTAL FOR INTEREST & MATURING DEBT		$ 2,343,258.00
SPECIAL ARTICLES:		$ 3,483,155.47
JUDGMENTS:		65,566.00
TOTAL FOR APPROPRIATIONS		$ 33,797,274.92

REVOLVING FUNDS & PUBLIC LAW ACCOUNTS

ATHLETIC REVOLVING FUND:			
Expenses			$ 61,992.72
CAFETERIA REVOLVING FUND:			
Salaries		$ 340,475.29	
Expenses		352,445.36	692,920.65
SUMMER SCHOOL REVOLVING FUND:			
Salaries			15,003.00
CHAPTER #88:			
Expenses			1,655.93
PUBLIC LAW ACCOUNTS:			
CH. I FY 90		2,574.00	
CH. I FY 91	Sal.	115,387.98	
		8,161.04	
CH. 2 FY 90		1,075.49	
CH. 2 FY 91		9,105.08	
P.L. 94-142 FY 90		3,142.52	
P.L. 94-142 FY 91		112.76	
P.L. 94-142 FY 91	Sal.	80,032.00	
		38,123.32	
P.L. 89-313 FY 90		276.25	
P.L. 89-313 FY 91		7,150.00	
P.L. 99-457 FY 90		10,766.38	
P.L. 99-457 FY 91		10,033.62	
DDE Title II FY 91		3,781.07	
DDE Title II FY 90		4,744.00	
P.L. 98-377 FY 89		1,249.44	
CII Whole Langu. FY 90		1,298.00	
GAAD FY 91		11,426.00	
CH 188 FY 89		252.95	
FY 90		98.71	
FY 91		4,482.71	313,273.32

TOTAL FOR REVOLVING FUNDS & PUBLIC LAW ACCOUNTS . . . . . $ 1,084,845.

AGENCIES & TRUSTS

PERPETUAL CARE BEQUEST:		15,065.00
GUARANTEED DEPOSITS:		
Planning Board	3,649.66	
Board of Appeals	2,796.50	6,446.16

WITHHOLDING:			
Federal Taxes	$ 2,589,415.11		
F.I.C.A.	35,296.18		
State Withholding	1,001,024.71		
Medical	744,701.12		
Group Ins.	53,150.74	4,423,587.86	
COUNTY CHARGES:			
County Assessments		207,239.38	
STATE CHARGES:			
Fishes & Licenses	12,067.75		
State Assessments	979,423.00		
State Assessments FY 90	445,742.00	1,437,232.75	
CONSERVATION COMMISSION FUND:		891.50	
OTHER GRANTS:			
Arts Lottery	12,171.61		
Outreach Grant	7,140.00		
Municipal Equalization	6,885.83		
Saugus Center Revital.	17,913.82		
Engery	2,943.81	47,055.07	
KASABUSKI ENTERPRISE FUND:		27,099.45	
TOTAL AGENCIES & TRUSTS			$ 6,164,617.17
REFUNDS:			
Personal Property	83.93		
Real Estate	309,819.56		
Motor Vehicle	14,431.80		
Sewer & Water	9,710.76		
Interest	377.68		
Others	3,593.54	338,017.27	
TOTAL FOR REFUNDS			$ 338,017.27
TEMPORARY LOANS:			
Anticipation Notes	120,000.00		
Interest	2,002.00	122,002.00	
TOTAL FOR TEMPORARY LOANS			$ 122,002.00
TOTAL FOR NON-APPROPRIATION			$ 7,709,482.06

BOND DEBT SCHEDULE

OUTSTANDING DEBT AS OF JUNE 30th EACH YEAR

YEAR	
1990	$ 10,435,000
1991	8,825,000
1992	7,215,000
1993	5,855,000
1994	5,060,000
1995	4,365,000
1996	3,670,000
1997	3,075,000
1998	2,480,000
1999	1,885,000
2000	1,290,000
2001	855,000
2002	420,000
2003	280,000
2004	140,000

06-30-91
EMQ

BOND MATURITIES AND INTEREST PAYABLE BY FISCAL YEAR

1991 to 2005 INCLUSIVE

	Category	Principal		Interest		Totals
1991	Sewer	$ 790,000		$ 543,483		
	School	160,000		113,600		
	Water	300,000		39,750		
	General	110,000		14,575		
	Judgement	250,000	$1,610,000	19,875	$731,283	$2,341,283
1992	Sewer	790,000		487,758		
	School	160,000		102,240		
	Water	300,000		23,850		
	General	110,000		8,745		
	Judgement	250,000	1,610,000	6,625	629,218	2,239,218
1993	Sewer	790,000		432,033		
	School	160,000		90,880		
	Water	300,000		7,950		
	General	110,000	1,360,000	2,915	533,778	1,893,778
1994	Sewer	635,000		380,415		
	School	160,000	795,000	79,520	459,935	1,254,935
1995	Sewer	535,000		332,905		
	School	160,000	695,000	68,160	401,065	1,096,065
1996	Sewer	535,000		290,495		
	School	160,000	695,000	56,800	347,295	1,042,295
1997	Sewer	435,000		247,790		
	School	160,000	595,000	45,440	293,230	888,230
1998	Sewer	435,000		211,890		
	School	160,000	595,000	34,080	245,970	840,970
1999	Sewer	435,000		175,695		
	School	160,000	595,000	22,720	198,415	793,415
2000	Sewer	435,000		139,500		
	School	160,000	595,000	11,360	150,860	745,860
2001	Sewer	435,000	435,000	103,010	103,010	538,010
2002	Sewer	435,000	435,000	66,520	66,520	501,520
2003	Sewer	140,000	140,000	30,030	30,030	170,030
2004	Sewer	140,000	140,000	20,020	20,020	160,020
2005	Sewer	140,000	140,000	10,010	10,010	150,010

06-30-91
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TAX RATES AND VALUATIONS

FISCAL YEAR	RESIDENTIAL TAX RATE	COMMERCIAL TAX RATE	VALUATION
1982	22.93	30.00	571,598,650
1983	22.78	30.00	580,627,027
1984	16.31	27.60	771,052,600
1985	16.92	28.25	772,019,800
1986	17.39	28.83	793,186,800
1987	10.97	19.55	1,320,430,093
1988	11.27	20.08	1,336,850,653
1989	10.47	23.87	1,356,324,486
1990	8.17	18.48	1,848,929,855
1991	8.36	19.06	1,875,464,895
1992	9.99	20.07	1,764,361,151

EMQ

DEBT ACCOUNTS

JUNE 30, 1991

Net Funded or Fixed Debt:	
Outside Debt Limit:	
General,	$ 8,825,000
	$ 8,825,000

Serial Loans:	
Outside Debt Limit:	
General:	
Sewer,	$ 6,315,000
Water,	600,000
Fire Equipment,	220,000
Judgment,	250,000
School,	1,440,000
	$ 8,825,000

EMQ/nbs

TRUST AND INVESTMENT ACCOUNTS

JUNE 30, 1991

Trust and Investments Funds:	
Cash and Securities:	
In Custody of Treasurer,	$ 903,309.63
	==========

In Custody of Treasurer:	
Library Funds:	
Benjamin N. Johnson,	$ 5,646.92
George W. Wilson,	2,405.36
Conservation Commission Fund,	122,129.24
Cemetery Perpetual Care Fund,	558,632.94
George F. Price Scholarship Fund,	15,236.85
The John Bucchiere Humanitarian Scholarship Fund,	5,066.21
Investment Funds:	
Stabilization,	194,192.11
	$ 903,309.63
	==========

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ASSESSOR'S DEPARTMENT

The Board of Assessors finalized valuations of all real and personal property, as of January 1, 1991. At a public hearing held, the Board of Selectmen selected a residential factor to determine the percentages of tax burden to be borne by each class of property for fiscal year 1992. On December 9, 1991, the Board of Assessors received approval of the Selectmen's approved tax rate, from the Commissioner of Revenue.

TAX RATE SUMMARY -- FISCAL 1992

Gross amount to be raised	$36,405,275.64
Estimated receipts and available funds	13,998,092.46
Net amount to be raised by taxation	$22,407,183.18

REAL ESTATE VALUATION

Class	Tax Rate	Levy by Class	Valuation
Residential (1)	9.99	12,887,442.02	1,290,034,237
Commercial (3)	20.07	6,200,243.62	308,930,923
Industrial (4)	20.07	2,659,378.98	132,505,181
Personal Property (5)	20.07	660,118.56	32,890,810
TOTAL		22,407,183.18	1,764,361,151

LOCAL EXPENDITURES

Tax Title	42,000.00	
Court Judgments	65,566.00	
Cherry Sheet Offsets	172,789.00	
Snow & Ice Deficit	25,207.52	
Total Expenditures		305,562.52
Appropriations		33,278,490.42
State & County Cherry Sheet Charges		1,267,991.00
Overlay (Allowance for Abatements & Exemptions		1,553,231.70
Total Amount to be Raised		36,405,275.64

ESTIMATED RECEIPTS

Estimated Receipts from State	5,209,940.00
Estimated Receipts from Local	6,660,963.46
Revenue Appropriated for Particular Purposes	2,127,189.00
Total Estimated Receipts	13,998,092.46

BREAKDOWN OF LOCAL ESTIMATED RECEIPTS

Motor Vehicle Excise	1,402,434.32
Other Excise	4,595.00
Penalties & Interest on Taxes & Excise	216,632.63
Payments in Lieu of Taxes	23,057.72
Charles for Services - Water	1,121,034.77
Fees	23,301.90
Rentals/Board	17,593.00
Departmental Revenue - Libraries	5,249.56
Departmental Revenue - Cemeteries	46,908.60
Other Departmental Revenue	19,426.64
Licenses & Permits	428,828.17
Fines & Forfeits	216,466.53
Investment Income	497,860.22
Lien Certificates	17,575.30
Lease of Building	13,536.00
Special Detail	46,773.63
Other	4,689.47
Total	4,105,963.46

COMPARISON SHOWING VALUATION INCREASE FOR PERSONAL PROPERTY

Personal Property - Fiscal 1992	32,890,810	
Personal Property - Fiscal 1991	32,642,880	
TOTAL VALUE INCREASE		247,930

COMPARISON SHOWING VALUATION DECREASE FOR REAL ESTATE

Real Estate - Fiscal 1991	1,842,822,015
Real Estate - Fiscal 1992	1,731,470,340
TOTAL VALUE DECREASE	111,351,675

COMPARISON SHOWING MOTOR VEHICLE EXCISE (incomplete for 1991)

Year	Number of Bills	Valuation	Amount
1990	25,069	68,822,350	1,494,941.87
1991	24,675	56,802,400	1,328,858.17

COMPARISON SHOWING BOAT EXCISE

Year	Number of Bills	Valuation	Amount
1990	202	1,051,200	10,512.00
1991	161	768,800	7,688.00

NUMBER OF EXEMPTIONS GRANTED IN FISCAL 1992

Hardship (Clause 18)	5
Police & Fire Widows (Clause 42)	3
Blind (Clause 37A)	17
Elderly (Over 70-Clause 41)	162
Widows (Clause 17D)	72
Veterans (Clause 22)	386
Veterans (100% Disabled)	25
Veterans (Paraplegic)	5
Veterans (Clause 22A,B, & C)	7

SAUGUS BOARD OF ASSESSORS

BUSINESS & INDUSTRIAL DEVELOPMENT COMMISSION

INDUSTRIAL REVENUE FINANCING AUTHORITY

Please be advised that Business & Industrial Development/ Industrial Revenue Financing Authority received no funding for the Town of Saugus. No funding was requested, other than an article for Town Meeting, which was later withdrawn.

The role of the Commission/Authority is to enhance the image of Saugus and encourage the development of new business and industry within the community, thereby stimulating the tax base. The Commission/Authority has also been involved in the changing occurring at RESCO. We have recently been advised by Town Counsel and the Manager's Office to release Town Industrial Revenue Bonds issued to build the plant, and to also allow the sale of the plant to the parent company, Wheelabrator.

The members of the Commission/Authority have met 8 times during the past year.We have also discussed site plan review proposals, which have been sent to us from the Planning Board. We have also discussed several campaigns to coordinate the assemblage of land for development. These included properties on Route 1 and in the Walnut & Water St. areas.

We currently have 8 members: S. Celemi, K. Fiore, G. Morris, R. Rogalski, C. Serino, M. Sicuranza, G. Sund, and P. Rossetti Jr., Chairman.

We meet on a monthly basis, or as needed, usually on Monday evenings at 6:00PM at the Town Hall.

We would encourage any and all questions, comments, and suggestions. We are currently working on a project which will allow developers and other interested parties an information packet about Saugus.

Thank you.
P. Rossetti Jr. 06/08/92 233-1855 Peter G. Rossetti

CANINE DEPARTMENT

Stray dogs housed (Saugus Only)	132
Stray dogs returned to their owners	95
Dogs adopted for the year	35
Dogs euthanized (P.T.S.)	2
Dogs transferred to other shelters	0

Once again, the adoption program has proven to be successful in saving dogs lives, and the Town of Saugus, money

Saugus also housed two roosters, (later adopted), four rabbits (adopted), one sheep, returned to the owner, one ferret, (claimed by the Environmental Police), and two Alligators that were sent to a licensed rehabilitator

Dog licenses	1075
Calls or complaints answered (including calls from the police department)	2026
Struck animal calls (Emergency)	37
Board of Selectmen hearings on K-9 Issues	5
Court Hearings attended	68
Tickets issued	102
Dog Bites reported	26
Quarantines issued	24
Animals tested for rabies	3
Animals picked up (deceased)	438

Annual Rabies Clinic was held on 5/8/91

Both the full-time and part-time dog officers received rabies innoculations this year

The full time Officer, Roberta Tarallo, was injured at work on 6/11/91, and returned on 9/9/91

Carla Sanders was appointed as a new part time officer in July

Rents from Melrose, Peabody and Wakefield	$12,600
Administration and Board fees collected	2,255
Fines collected	1,475

Participated in a new "internship" education program with a high school student, Joel GLick

Implemented a new program to educate and explain the respect and dangers of wildlife, including rabies, for the six elementary schools, grades K-5

Two officers completed an eight hour rabies education seminar in Connecticut

Vandalism-The K-9 van door was dented, and four tires punctured

CEMETERY DEPARTMENT

The Cemetery Department had a total of 135 Interments for 1991. The Department sold 77 new grave sites. We poured 20 Foundations, set 53 Markers and 43 Veterans Markers were set.

The Department received $38,415.00 in Interment Fees, $14,600.00 for Land Sales, $6,117.00 in Foundation Fees, and $14,350.00 for Perpetual Care, a Total of $73,482.00.

The Perpetual Care Interest amounted to $31,335.34, making a grand total of $104,817.34.

The department added a new hot-topped avenue to the existing avenues.

BOARD OF CEMETERY COMMISSIONERS

Walter V. Kelley, Jr.
Gene Leighton

Michael McLaughlin
Supervisor

	PERPETUAL CARE TOTALS $729,427.70	LAND SALES TOTALS $109,453.00
JANUARY	$ 2,025.00	$ 2,100.00
FEBRUARY	1,675.00	1,700.00
MARCH	1,862.50	1,887.50
APRIL	375.00	375.00
MAY	1,275.00	1,350.00
JUNE	925.00	950.00
JULY	375.00	375.00
AUGUST	375.00	375.00
SEPTEMBER	2,237.50	2,262.50
OCTOBER	1,125.00	1,125.00
NOVEMBER	1,750.00	1,700.00
DECEMBER	350.00	400.00
1991 TOTAL	$ 14,350.00	$ 14,600.00
TOTAL	$743,777.70	$124,053.00
INTEREST P/C	31,335.34	
	$775,113.04	

THE SAUGUS CONSERVATION COMMISSION

OPEN SPACE & LAND ACQUISITION COMMITTEE

The Saugus Conservation Commission held 22 regularly scheduled open meetings during 1991. In addition, several meetings were held by the Open Space and Land Acquisition Committee. There were 34 public hearings, 6 of those were continued for additional information, and 13 Determinations of Applicability were made. During the year 28 Orders of Conditions were written, 3 of which were appealed to the Department of Environmental Protection (DEP). 5 Existing Orders of Conditions were modified, 12 Orders were extended, and 18 Certificates of Compliance issued. 1 Project as presented was denied.

Site visits were conducted collectively at 17 different locations with individual members conducting visits on their own at various other times. Projects ranged in size from site work for the proposed Sam's Club on Route 1, to individual house construction.

Violations of the Wetland Protection Act are a continuing problem. The Conservation Officer pursues each violation first with a warning, then an Enforcement Order, and in some instances, fines are levied through issuance of a ticket. If the violation is not corrected, court action is sought. This course of action produces a very high rate of compliance. 7 Warning letters, 18 verbal warnings, 24 Enforcement Orders, and 22 tickets were issued. There were 17 Court appearance by the Conservation Officer.

The Open Space and Land Acquisition Committee work under the Commission. Margaret Crooker is Chair, and her Committee report is attached.

Election of Officers was held on the first meeting of July. Anne Cyros was re-elected Chairman and Frank McKinnon Vice Chairman. Margaret Crooker remains as Chairman of the Open Space and Land Acquisition Committee. Other members are Danielle Frizzi, Wayne Gautreau, Henry Migdula, and Charles Lynch. Conservation Officer John Coffey was reappointed in July for another one year term. Our Secretary, Marie Wilkie, continues a heavy clerical load, and works many hours at home. The 20 hours per week that she is paid are simply not long enough to complete the voluminous paper work required.

Conducting business under Massachusetts General Laws, Chapter 131, Section 40, and Article 24 of the Town By-Laws, the Saugus Conservation Commission continues a very heavy workload.

Anne M. Cyros

Anne M. Cyros, Chairman
Saugus Conservation Commission
January 30, 1992

OPEN SPACE & LAND ACQUISITION

The Committee met 9 times during 1991. The members are: Margaret C. Crooker, Chairman, Anne M. Cyros, Francis G. McKinnon, Wayne S. Gautreau, Frederick W. Brooks, Katie Galenius, Timothy Hawkes, Peter Duffy, Ed Patterson, Ada Anderson and Heather Anderson.

A major focus at all of these meetings has been the acquisition of properties along the Saugus River, particularly properties that abut other Town owned land, and which conceivably could enhance our existing natural and historical resources. Most discussions have centered around three areas:

1. Shorelines of the Saugus River (from Wakefield line to mouth of river)
2. Prankers Pond
3. Lynnhurst Woods area

A complete inventory of properties in these areas was completed. We identified ownership, acreage, and assessed value of each lot. Maps have been prepared to include this data and colored to show property already owned by the Town. These maps have proven to be very useful to the Committee for planning, etc.

Now we are negotiating for the purchase of approximately 20 acres on the banks of the river and for approximately 6 acres contiguous to Prankers Pond. In this respect, the Committee is appreciative of the technical assistance received from Ed Becker of the Essex County Greenbelt Association and Jean Kimball of the State Department of Wildlife and Fisheries. The Essex County Greenbelt Association also funded appraisal of the property in question.

Also noteworthy in 1991: [1] the purchase of the Solomont property in Golden Hills was finally completed and the land registered [2] the Commission received a donation of land near the river in the Prankers Pond area from Mr. Ugo DiBiase [3] the Commission sponsored a walk to Pirates Glen, Vinegar Hill and the Saugus River in May - this was well attended - it was led by Richard Cucchiara and members of the Saugus Conservation Commission.

Goals for 1992 and beyond:

1. To acquire the properties for which we are negotiating.
2. To identify other acquisitions that would help to complete our Open Space plan.
3. To work with Saugus River Watershed Council and others to develop recommendations for the management of Conservation lands along the Saugus River.
4. To work with the Golden Hills Association and other groups regarding the management of Conservation land in that area.
5. To investigate the establishment of a land trust.
6. To investigate various sources of financial and other assistance such as organizations, business, community groups, ets.
7. To review the Open Space plan for the Town and recommend revisions and updating if necessary.

Margaret C. Crooker

Margaret C. Crooker, Chairman
Open Space and Land Acquisition Committee

COUNCIL ON AGING

INTRODUCTION

As I look back at the year of 1991, it seems the theme has been CATCH-UP!: catching up with health insurance changes, or health insurance costs, medi-gap policies, the homestead act, durable power of attorney, living will, revocable and irrevocable trusts and the cost of living. Updating the seniors on all of the above and helping them to understand the changes is an ongoing process. Meeting the needs of seniors in these difficult times has increased the work load for staff and volunteers for increased home visits, office visits, and telephone calls.

"Nothing is more destructive to the human psyche than a sense of dependence"...and nothing is more reassuring than to feel independent. Economic insecurity, failing health and the loss of spouse and friends affect all of us. Seniors are in search of a way to salvage or save what they have worked so hard all their lives to accomplish: savings accounts, home, comfort, dignity and independence. Some find their way of life threatened, but in spite of all the frustrations and changes, the seniors of this generation do cope and continue to live full lives. The challenge for those of us who work at the senior center is to let the community and the seniors themselves know about the important changes that affect them and about the services that are available at the center. Aging should be a wonderful time of life, sharing talents, knowledge, memories and laughter. The value of the wisdom and experience gained over a long life-time is diminished if it is not shared with others. We feel the senior center is that place where people can come together to enrich each other's lives.

STAFF

Our formula grant was awarded to us in the amount of $9,072 for 1992 from the Department of Elder Affairs. This grant money pays for the drivers' salaries for 36 weeks of the year. The balance of their wages are paid through the town budget.

Title III monies were not distributed to the Center this year from GLSS. Since these funds formerly supported a part time outreach worker, we had to look for other funding. The SSC Board requested that monies previously budgeted as a donation to GLSS from the Town of Saugus be moved to a new line item called "outreach salary". This request was granted and we were able to fund the position for another six months. The Town has also agreed to pick up the drivers and outreach worker as part time employees so they can have their taxes withheld as payroll deductions rather than having to come up with the tax money at the end of the year. They are vary happy.

We are short one senior aide with Ruth's retirement from the Senior Employment Program this year. It is difficult to operate the office in the afternoons with only one staff person. Ann and Julie work in the morning, but Edith is on alone in the afternoon. They earn $4.25 per hour, and their combined wages of $13,260 are paid through a federal program.

HIGHLIGHTS OF 1991

We established a monthly Alzheimer group in conjunction with the Hammersmith Nursing Home. Six people attended the first session to familiarize themselves with the disease and to share their experience.

The format of our newsletter has been revised. Graphics, color and additional pages have been added. We are now able to have the menu and the living memorial printed each month. It looks great!

Our computer was purchased and we have three wonderful volunteers setting up programs and entering data on a regular basis. I have taken the volunteers to see the operation of other senior center computer systems. It will take awhile to design appropriate statistical systems and enter all our information, but we are getting there.

A food pantry has been established at the Center. Staff from the Saugus Bank and Trust donate food every week and also donated $1,000 to be used to purchase gift certificates from Stop & Shop. We distribute these to Saugus seniors who are having a difficult time making ends meet. All contributions are kept confidential.

We currently have a group of 25 seniors who have become pen pals to fourth grade students from the Veterans Memorial School. This letter writing program was initiated to assist students with their writing and communications skills.

Our Anniversary Ball was a huge success and we look forward to next year.

A new social service advocacy group has been formed made up of representatives from the Retired Men's Club and the Senior Citizen's Association. Funds raised by these two groups are used to provide confidential assistance with financial situations that arise when a senior has no income to pay a telephone bill, purchase fuel, or buy medicines and other essentials. The group will not know the recipient's name, just the circumstances. To date the group has responded to three requests for assistance. The group is also ready to help when seniors need volunteer assistance with transportation and errands.

The purpose of another new group is to train volunteers to assist in hosting the Golden Forum cable program and to develop new programs, such as Alternative Living Styles, which will be a five week series. We will begin work in March to recruit and train volunteers.

VOLUNTEERS

Our Senior Center could not function without our volunteers. They are the true back bone of this community center. The list of the services they provide is almost endless. Both men and women volunteer on a daily basis and if I were to try to estimate the value of this donated time it would probably double our budget.

GOALS FOR 1992

To install the radio/dispatching system in the van and office.
To purchase a new van
To establish a Bereavement Program in conjunction with the Bisbee/Porcella Funeral Home
To establish a widow and widowers group
To present a five-week Memory Loss Program with Melrose Wakefield

THANKS

We owe thanks to so many people and organizations...it's hard to know where to start:

SSC Board of Directors
SSC Steering Committee
VNA of Greater Lynn
Friends of the SSC
Dept. of Elder Affairs
GLSS

Saugus HS Lunch Program
Town Manager
Selectmen of Saugus
Saugus Bank and Trust
Federal Credit Union
Rotary Club
Route 1 Chamber of Commerce
Stop & Shop
Hammersmith Nursing Home
L.E.O.
Men's Club
Saugus Advertiser
Rep. Steve Angelo
Mr. Huberman Florist
Prince Restaurant
Melrose/Wakefield Hosp.
Town Departments
Continental Cable
Saugus Cooperative Bank
Lion's Club
Partnership Group
Masonic Lodge
Sears and Roebuck
Housing Authority
Senior Citizen's Assoc.
Kane's Doughnuts
Spud's Restaurant
Sen. Birmingham
Dr. Liberti
Lynn Item

All of the above and many more have supported the senior center in the past year. I also need to mention the wonderful staff who have given us dedicated service throughout the year and who help our seniors move in and out of the center with ease and comfort. We are grateful to the merchants who sponsor our monthly newsletter, and once again, thanks to the volunteers who make it all possible!

Enclosed are statistics, budget and fund raising figures.

Frances Rigol
Executive Director

STATISTICS

ATTENDANCE	SENIOR CENTER	LUNCH SITE	MEAL ON WHEELS
	36,712	34,346	12,736

TELEPHONE CALLS	42,780

OUT - REACH	OFFICE VISITS	HOME	REFERRALS	TELE.CALLS
	388	1,781	1,031	3,146

TRANSPORTATION	SENIORS	MILES
	8,334	18,760

VOLUNTEERS	NUMBER	HOURS	IN-KIND $$
	172	9,729	$105,988

FUNDING SOURCES

Senior Employment Program (AARP)

STATE GRANTS

FEDERAL GRANTS

TOWN

DONATIONS

FRIENDS

COMMUNITY DEVELOPMENT: COUNCIL ON AGING DEPARTMENT NO. 541 BUDGET NO. 43

DEPT. HEAD: RALPH SANTOSUOSSO, CHM. SALARY FISCAL YEAR 1992

Title Position	Fiscal 1989	Fiscal 1990	Estimated Fiscal 1991	Dept. Request Fiscal 1992	RECOMMENDATION BY Manager	Selectmen	Fin. Comm.
Co-Ordinator	19,898	20,600	20,600	21,600	20,600	20,600	20,600
UNSEGREGATED	19,898	20,600	20,600	21,600	20,600	20,600	20,600
SEGREGATED							
GRAND TOTALS	19,898	20,600	20,600	21,600	20,600	20,600	20,600

COMMUNITY DEVELOPMENT: COUNCIL ON AGING DEPARTMENT NO. 541 BUDGET NO. 43

DEPT. HEAD: RALPH SANTOSUOSSO, CHM.. EXPENSES FISCAL YEAR 1992

Purpose	Fiscal 1989	Fiscal 1990	Estimated Fiscal 1991	Dept. Request Fiscal 1992	RECOMMENDATION BY Manager	Selectmen	Fin. Comm.
Advertising	144	49	150	150	150	150	150
Office Supplies	285	322	400	450	400	400	400
Telephone	1,055	1,267	1,340	1,560	1,340	1,340	1,340
Postage	400	300	300	400	400	400	400
Assoc. Dues		178					
Equipment Maintenance			100	150	150	150	150
Outing for Shut Ins	457	406	450	450	450	450	450
Mini-Bus Driver Exp.	10,992	12,302	2,800	4,218	4,218	4,218	4,218
Greater Lynn SR. Serv I	7,620	9,972	9,152	9,152	9,152	9,152	9,152
Mini-Bus Exp. (Segr)	5,223	2,740	2,500	3,000	2,500	2,500	2,500
UNSEGREGATED	20,953	24,796	14,692	16,530	16,260	16,260	16,260
SEGREGATED	5,223	2,740	2,500	3,000	2,500	2,500	2,500
GRAND TOTALS	26,176	27,536	17,192	19,530	18,760	18,760	18,760

FIRE DEPARTMENT

Considerable progress has taken place this year. Three replacement firefighter positions were filled which brings our manpower up to 38 men on firefighting duties. There are four shifts to cover the seven day week period. Now we have two shifts with 9 firefighters and two with ten firefighters.

Both of our fire stations are in need of many minor and a few major improvements. The roofs of both stations should be checked and repaired as needed. Water damage has caused considerable damage to the second floor of our Central Station. The rear cement floor area of Central should be replaced as previously noted as it could be subject to collapse. Temporary supports were installed several years ago and no corrective action has taken place to date.

The center support between our two middle doors at Central should be removed and a single door replacing the two small doors installed. This would allow greater access for our new apparatus which is considerably wider than the older apparatus in service at the time the building was constructed.

Respectfully,

Walter Waldrip

Chief Walter Waldrip

January 28,'92

To: Chief Walter Waldrip

From: Captain Charles Thomas

Re: Fire Prevention Annual Report - 1991

The following is a list of duties performed by the Fire Prevention Bureau as required by state laws and regulations;

1. Speaking engagements and fire safety films were shown at schools as well as the work place, homes for the elderly and nursing homes. We also utilize the cable channel for any films or messages we feel will be usefull to the viewing public.

2. Work in conjuction with the Building Inspector on new building construction. (Residential and commercial)
   a. All plans must be reviewed and stamped showing proper smoke detector locations.

   b. Commercial construction requires proper placement of Smoke Detectors, Emergency Lighting, Exit Signs and Sprinkler Systems if necessary.

   c. A follow up site visitation for inspection is required before occupancy permit is issued.

3. To insure that homes are protected with smoke detectors.

   a. All homes sold or remortgaged must be inspected for proper installation and testing of smoke detectors.

   b. Numbering of houses inspected as per Town Ordinance.

4. A permit to install or alter fuel oil burning equipment must be obtained from Fire Prevention an upon completion an inspection must be complete for compliance with State Law CMR 4.

5. Wood Stoves are inspected for safe installation.

6. Underground tank installation or removal require permits.

   a. When tanks are removed the surrounding area must be inspected for soil contamination and clean up if necessary.

   b. A new tank installation must be tested for leaks before it can be installed.

c. All Propane tanks installed require a permit and inspection.

d. Tar Kettles (Propane) used on roofing jobs require a permit.

e. All flammable fluids and gases require permits which are renewed each year. (April)

f. Fuel oil and gsoline tank trucks are inspected for compliance with CMR 8.00.

7. Permits are required for all Blasting in Saugus and all complaints relative to are investigated with the necessary action taken.

8. Fire drills were conducted in all Public Schools as required by State Law.

9. Nursing homes were inspected quarterly as required as by state law.

10. Places of Public Assembly were inspected at variolus times during the year.

11. Gasoline Stations were inspected at various times of the year. Any undergrund tanks found defective were removed and replaced with new tanks.

12. Fire Alarm Systems were shunted out and later put back in service as requested by Private Alarm Companies or Contractors.

13. Attended monthly Fire Prevention meetings throughout the state.

In summary, our Fire Prevention Activities have proven very successful and we will continue to strive for a Fire Safe community by educating our citizens in "safer ways of living."

Respectfully,

Captain Charles Thomas

Captain Charles Thomas

APPARATUS STATUS - JUNE 1992

DESIGNATION	YEAR	MAKE	CAPACITY	CONDITION
Engine #1	1988	Pierce	1250	Excellent
Engine #2	1985	Pierce	1250	Excellent
Engine #4	1966	Mack	1250	Poor (Reserve)
Aerial Platform	1988	Pierce	95'	Excellent
Squad #1	1975	Pierce	250	Fair (Brush)
Squad #2	1977	Seagrave	250	Fair (Brush)
Mechanic #1	1972	Ford	Pick-Up	**
Car #1	1983	Buick	Sedan	Good (Over 100,000) miles
Car #2	1985	Ford	Sedan	Fair (Over 100,000) miles
Car #3	1988	Ford	Sedan	Excellent

** This 1972 pick-up could not pass the state inspection and was junked at Capps Salvage Yard.

Recommend replacement of Mechanic #1 with a new 4 wheel drive unit. (Unit should be equipped with an angled plow for snow removal at both stations and emergency access during snow storms.)

D	P	PS	SM	C	U

Part III: BREAKDOWN OF STRUCTURE FIRES AND OTHER FIRES AND INCIDENTS

Fires in structures and other fires and incidents should be included in this Part. If you had no fires, no casualties, or no loss for a particular category, please write "0" in the appropriate place. Departments using the 1976 edition of NFPA 901 or NFIRS will find the Type of Situation Found (TSF), Fixed Property Use (FPU), and Mobile Property Type (MPT) codes for each category in parentheses. For all items except Item 22 include only incidents where you had primary responsibility. For fires in vehicles include only those casualties and property loss that are the direct result of the fire.

A. FIRES IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY) (All in Section A are Type of Situation Found 11)	Number of Fires	Number of Civilian Fire Casualties. If none, write "0". Deaths	Injuries	Estimated Property Damage from Fire. If no loss, write "0"
1. Private Dwellings (1 or 2 family), including mobile homes (FPU 410-419)	35		2	810,600
2. Apartments (3 or more families) (FPU 420-429)	10		1	59,400
3. Hotels and Motels (FPU 440-449)	1			30,000
4. All Other Residential (dormitories, boarding houses, tents, etc.) (FPU 400-409, 430-439, 450-499)	2			1,000
5. TOTAL RESIDENTIAL FIRES (SHOULD BE SUM OF LINES 1 THROUGH 4)	48			901,000
6. Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199)	8			57,400
7. Schools and Colleges (FPU 200-299)	2			1,000
8. Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300-399)	0			-
9. Stores and Offices (FPU 500-599)	5			3,400
10. Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600-799)	3			6,700
11. Storage in Structures (barns, vehicle storage garages, general storage, etc.) (FPU 800-899)	3			1,000
12. Other Structures** (vacant buildings, buildings under construction, outbuildings, bridges, etc.) (FPU 800-899)	4			13,000
13. TOTALS FOR STRUCTURE FIRES (SHOULD BE SUM OF LINES 5 THROUGH 12)	73			983,500
B. OTHER FIRES AND INCIDENTS				
14a. Fires in Highway Vehicles (autos, trucks, buses, etc.) (TSF 13, and MPT 10-29)	74			
14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (TSF 13, and MPT 31-99)	0			
15. Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc.) (TSF 12 or 17)	0			
16. Fires in Brush, Grass, Wildland (excluding crops and timber), with no value involved. (TSF 14)	305			
17. Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved. (TSF 15)	40			
18. All Other Fires. (TSF 10, 16, or 19)	45			
19. TOTALS FOR FIRES (SHOULD BE SUM OF LINES 13 THROUGH 18)	537			
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (TSF 30-39)	2146			
21. False Alarm Responses (malicious or unintentional false calls, system malfunctions, bomb scares) (TSF 70-79)	151			
22. Mutual Aid or Assistance Responses	41			
23a. Hazardous Materials Responses (spills, leaks, etc.) (TSF 41 and 47)	22			
23b. Other Hazardous Responses (arcing wires, bomb removal, power line down, etc.) (TSF 40, 42-46, and 49)	87			
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (TSF 20-29, 50-69, and 99)	113			
25. TOTAL FOR ALL INCIDENTS (SHOULD BE SUM OF LINES 19 THROUGH 24)	3097			

** This category refers only to structure fires (i.e., not brush or vehicle fires).

Part IV: BREAKDOWN OF FALSE ALARM RESPONSES

Please report separately below a further breakdown on false alarm responses reported in Item 21 in Part III above. If data for this section is "Not Available", please write NA.

	Number of Incidents
1. Malicious, Mischievous False Call (TSF 71)	6
2. System Malfunction (TSF 73)	38
3. Unintentional (tripping on interior device accidentally, etc.) (TSF 74)	304
4. Other False Alarms (bomb scares, etc.) (TSF 70, 72, or 79)	145

Part II: MAJOR FIRES

Please list below all multiple-death fires (3 or more deaths), and all large-loss fires ($1 million or more) that occurred in 1991. If none, please list below the three highest loss of life fires (if any) during 1991 and also the three fires with the highest property damage. (Please attach additional sheet if necessary.)

DATE	NAME OF OCCUPANT OR OWNER, AND PROPERTY USE (e.g., Smith Dwelling, Central Building Supply Co.)	NUMBER OF CIVILIAN FIRE DEATHS	PROPERTY LOSS
10/8/91	owner: Henry Snyder- Dwelling	0	$120,000
10/28/91	Owner: Augustine Chardio	0	$150,000
12/05/91	Owner: Catherine Delgenio	0	$180,00

Part V: INCENDIARY AND SUSPICIOUS FIRES IN STRUCTURES AND VEHICLES

Report in this part fires of incendiary origin (fires that were deliberately set) or of suspicious origin (fires that are suspected of having been deliberately set).

	Number of Fires	Number of Civilian Fire Casualties. If none, write "0". Deaths	Injuries	Estimated Property Damage from Fire. If no loss, write "0".
1. Structure Fires of Definite Incendiary Origin (Situation Found 11, Ignition Factor 11, 12)	6	0	0	360,000
2. Structure Fires of Suspicious Origin but not Definitely Established as Incendiary (Situation Found 11, Ignition Factor 31, 38)	0	0	0	0
3. Vehicle Fires, Incendiary and Suspicious (Situation Found 13, Ignition Factor 11, 12, 31, or 38)	28	0	0	180,000

Part VI: FIRE SERVICE DEATHS AND INJURIES

Occupationally related fire fighter deaths: If any fire fighters in your department died during 1991 as a result of occupational related injuries or illness, report the total. Total number of fire fighter deaths: 0

Total number of fire fighter injuries (nonfatal) during all types of duty in 1991: 33

On-Duty Fire Fighter Injuries (Nonfatal) by Type of Duty, and Nature of Most Serious Injury

Departments using 1981 NFPA 901 or NFIRS can find nature of most serious injury under Primary Apparent Symptom (PAS codes noted in parentheses for each category. If a fire fighter sustained multiple injuries, report below only the nature of the sing most serious injury. For type of duty, at non-fire emergencies includes rescue calls and hazardous condition calls, while oth on-duty includes inspection and maintenance duties. The sum of the reported injuries in the table below should equal the tot number of injuries as reported above.

Nature of Most Serious Injury (Primary Apparent Symptom (PAS) codes in parentheses)	Type of Duty (A) Responding to or Returning from Incidents	(B) At the Fire Ground	(C) At Non-Fire Emergencies	(D) Training	(E) Other On-Duty
1. Burns (PAS 20, 03, 07, and 08)		1			
2a. Smoke or Gas Inhalation (PAS 02)		8			
2b. Other Respiratory Distress (PAS 30, 04, 27, and 47)					
3. Eye Irritation		1			
4. Wound, Cut, Bleeding, Bruise (PAS 01, 02, 13, 18, 31, 34, 36, 44, 48)	2	2		1	1
5. Dislocation, Fracture (PAS 04, 01, 38, and 39)					
6. Heart Attack or Stroke (PAS 10, 11, and 52)					
7. Strain, Sprain, Muscular Pain (PAS 49 and 51)	1	15			3
8. Thermal Stress (Frostbite, heat exhaustion) (PAS 17 and 32)					
9. Other (PAS All other codes)					
10. TOTAL	3	25		1	4

Other (please specify): _____

Fire Ground Injuries (Nonfatal) By Cause

In this table, include injuries that occurred *at the fire ground only*, as reported in column (B) above. Report the number of fire groun injuries by cause, based on the initial factor leading to the injury. Departments using 1981 NFPA 901 and NFIRS can find caus codes in parentheses.

1. Caught, Trapped (000-099)		5. Stepped on, Contact with Object (400-409, 410-417)	
2. Exposure to Fire Products (401-409, 410-411)	7	7. Struck by Object (200-399)	3
3. Exposure to Chemicals or Radiation (412-414)		8. Extreme Weather (421)	
4. Fall, Slipped, Jumped (100-199, 500-599)	5	9. Other (All other cause codes)	
6. Overexertion, Strain (200-299)	10		

Other (please specify): _____

How many fire fighters in your department received injuries that required admission to a hospital during 1991: 9

Fire Department Vehicle Accidents

Please report below the number of accidents involving fire department emergency vehicles or fire fighter's personal vehicles whil responding to or returning from incidents in 1991. (If none, report 0).

Accidents involving fire department emergency vehicles: 1 Resulting fire fighter injuries: 0

Accidents involving fire fighter's personal vehicles: 0 Resulting fire fighter injuries: 0

GEORGE W. PARROTT, III
CHIEF OF DEPARTMENT

CAPTAIN CHARLES THOMAS
FIRE PREVENTION BUREAU

UNITED Dec. '91	THIS MONTH	LAST MONTH	SAME MO. LAST YR.	LAST YR. TO DATE	THIS YEAR TO DATE
1. ALARMS: How Rec'd.					
Box Alarms	37	30	16	358	339
Telephone Alarms	96	90	100	1001	1218
Comp.Box & Tel.	1	0	0	19	1
Verbal	20	15	17	159	160
TOTAL ALARMS	154	135	133	1537	1718
2. FIRES:					
Buildings	3	0	1	6	30
Motor Vehicles	10	14	5	56	74
Brush,Rubbish,etc.	18	21	23	337	345
Other:	0	2	2	45	45
Total Fire Calls	31	37	31	444	494
3. NON-FIRE CALLS					
INTERNAL ALARMS	40	28	20	252	342
HAZ.MAT.SPILLS	0	0	0	14	17
ACCIDENTS/RESCUE	31	28	25	230	278
EMERGENCIES	12	3	11	125	87
DETAILS	9	15	16	155	173
MUTUAL AID	4	2	4	30	41
CHIMNEY/OIL BURNER	3	3	1	14	22
FALSE ALARMS	15	11	10	184	151
AID TO OCCUPANT	9	8	15	89	113
TOTAL NON-FIRE ALARMS	123	98	102	1093	1224

EQUIPMENT USED
OVER ***

Monthly Report

4. EQUIPMENT USED:	THIS MONTH	LAST MONTH	SAME MO. LAST YR.	LAST YR. to DATE	THIS YEAR to DATE
1 1/2" - 1 3/4"	2500'	1300'	1300'	11000'	12950'
2 1/2"	-	-	1000'	3600'	1950'
3" - 4"	1000'	-	950'	5150'	5800'
LADDERS USED	246	-	98'	439'	1376'
EXTINGUISHERS	2	2	1	22	21
JAWS USED					
AMBUS TOOL	2	2	0	10	9
BOOSTERS	2,000'	2,750'	3,000'	65,350'	57,500

INSPECTIONAL SERVICES DEPARTMENT

I respectfully submit the following Annual Reports of the Inspectional Services Department for the year ending December 31, 1991 to consolidate and coordinate the following departments:

Building
Health
Electric
Plumbing
Gas
Sealer of Weights and Measures

This consolidation has proved effective in serving the public through dealing with one office. Credit must be given to the Inspectional Services staff for their cooperation in making this effort a success.

The principle factor for the ongoing success of this management decision is the communication between offices within the department and the resulting communication with the public.

As stated before communication with the public is important for this department. We are reaching out to the community through various educational processes.

We have had seminars and clinics for Health and Building related subjects that were well attended by the public and business individuals. These seminars were in Food Sanitation, Lead Poisoning, Aids, and The Federally Mandated Americans with Disabilities Act.

A large amount of time and effort was required for the implementation of a Recycling Program in Saugus. A volunteer committee of 23 individuals showing a good representation of the town was formed to study the proper methods for Saugus to recycle.

This year is the beginning of Management, Communication, and Education for individuals dealing with the Inspectional Services Department.

Again thanking all Inspectional Services Personnel for their support in this transitional year, I specifically acknowledge Ms. Rosemarie Sola, Ms. Patricia Flickinger and the Board of Health for the extra effort required for the success of this office.

Respectfully submitted,

Richard R. MacDonald/P.F.

Richard R. MacDonald
Inspectional Services Director

pf
Enclosures

BUILDING DEPARTMENT

Permits issued for major non-residential construction were a Golf Pro Shop at 60 Water Street, a Cellular Tower was built on 57-71 Cheever Street, Santoro's Sub Villa was built on 259 Essex Street , and Seal Coat constructed a new retail building due to a fire.

Also, Lobsterman's Landing located at 98 Ballard Street was started, Walgreen's is currently under construction at 1228 Broadway, Reliable Rubbish at 63 Salem Turnpike built a weighing station, an Automatic Teller Machine was constructed at 901 Broadway and T.J. Maxx at 607-653 Broadway constructed a satellite system.

New residential construction has decreased by five (5) last year. There were twenty-eight (28) single family homes and one two-family home built and no condo's or townhouses were constructed during the year.

Major business renovations were a new canopy installed at the Exxon Station located at 172 Lynn Fells Parkway, K-Mart renovated their existing store. Godfried's remodeled part of their store to include the new Boston Chicken restaurant, and Knapp Shoe at 180 Main Street will now be 5 Star Cleaners.

Also, M.P. Electronics installed handicapped bathrooms, Hammersmith Restaurant remodeled due to a fire, office building at 11-13 Essex Street remodeled their offices, Osco Drug and Saugus North Professional Building constructed new office area, Snyder Machine rebuilt due to fire damages and the Middle School installed replacement windows.

There were a few non-residential additions in town. Atlantic Lobster on Salem Turnpike built a dormer, Pet Supply Depot located at 682 Broadway built an addition, Sake at 670 Broadway extended the height of their building.

The number of residential alterations/additions has been decreasing over the past four years.

Demolitions of residential and non-residential building have decreased since last year. The existing Santoro's Sub Shop, the clubhouse at Cedar Glen Golf Course on Water Street, vacant trailers located on 1434 Broadway, a house on 543R Broadway and 192 Broadway, various sheds, garages in town were all demolished.

There were 115 occupancy permits issued for residential homes, additions, and commercial buildings.

The building department referred approximately 147 building applications to the Board of Appeals for their approval or denial since they did not meet the zoning requirements of the town.

There were fifty-two (52) Certificate of Inspections issued to various restaurants, group homes and pre-schools.

Please find attached a breakdown of permits issued by this department during the year.

Dennis N. DeMatteo
Building Inspector

pf
Attachment

1991

TOTAL PERMITS---BUILDING DEPARTMENT

TYPE	NO.	ESTIMATED COST
Residential:		
Single Family Homes	28	$ 2,548,500.00
Two Family Homes	1	$ 100,000.00
Alterations/Additions	187	$ 2,197,683.00
Sheds	14	$ 19,886.38
Pools	32	$ 132,572.00
Garages	15	$ 112,500.00
Roofing/Siding	109	$ 441,358.00
Wood Stoves	9	$ 11,500.00
Retaining Walls	5	$ 21,265.00
Demolitions	8	$ 8,880.00
Fences	2	$ 6,000.00
Fireplace	1	$ 800.00
Barn	1	$ 50,000.00
Non-Residential:		
New Construction	9	$ 1,144,800.00
Alterations/Additions	43	$ 1,165,635.00
Signs	45	$ 156,495.00
Roofing/Siding	8	$ 705,035.00
Tent	2	$ 3,945.00
Batting Cages	1	$ 980.00
Demolitions	2	$ 5,500.00
Retaining Wall	1	$ 1,000.00
Sheds	2	$ 3,700.00
Flag Pole	1	$ 800.00
TOTAL	526	$ 8,838,835.23
Trailer/Container Fee's		
TOTAL		$ 22,400.00

BOARD OF HEALTH

The Saugus Board of Health continues in its function as a five membered Board consisting of Mr. Jon Bernard, Chairperson, Ms. Diane Serino, Vice-Chairperson, Ms. Maureen Dever, Secretary/Hearing Officer, Dr. Edwin Faulkner and Mr. Jay Ash, Health Officers.

During a structural reorganization of the town services, the Health Inspector/Agent for the Saugus Board of Health position was reduced to a twenty hour requirement. Work schedule, therefore, had to be modified to cover; complaint responses, office availability, site inspections for land use, retail food sales, hazardous materials, suntanning facilities, motel/cabin/mobile park inspections. This necessitates a daily prioritizing of activities.

Responsibilities for other generally accepted duties within this framework are being otherwise disseminated through the Inspectional Services Director's Office, Director Mr. R. R. MacDonald, during this period.

This year has seen an unprecedented increase in activity of this service office. Mr. George Smith chose to retire this year due mainly to personal health considerations. Mr. Smith has been a reservoir of strength and information, and has been sorely missed.

Dr. Edwin Faulkner has had a coronary by-pass surgery this year. Thank the Lord, the prognosis was good and Dr. Faulkner has returned to most of his duties and is in fine-fettle.

Number and types of permits issued through the Health Department are as follows:

Permits and Licenses issued for 1991	511
Complaints (written)	100
Water Samples for Analysis	0
Permits on Site Septage Treatment System	0
Restaurant and Retail Inspections	350
Sample Analysis of Water for Public or Semi-public pools	0

PUBLIC HEALTH NURSE:

The following is the Annual Report of the Public Health Nurse, during 1991:

IMMUNIZATION CLINICS:

An immunization program for school children from Kindergarten to Grade 12 was carried on throughout the year for those needing boosters or those who had to start their immunization series in order to bring them up-to-date in accordance with the Laws of the Massachusetts Department of Public Health. We have nearly 100% immunization in Town which would not be possible without the cooperation of parents, doctors, school nurses and the Health Department.

BLOOD PRESSURE SCREENINGS:

Continued interest and concern was shown by the Senior Citizens of the Town in 1991, thus making it worthwhile to continue our Blood Pressure Clinics. The clinics are held on the first Tuesday of the month at the Laurel Towers, the second Tuesday of the month at the Heritage Heights and the third Tuesday of the month at the Senior Center. All three clinics have a great attendance.

FLU CLINICS:

The annual flu clinics for the elderly, high risks, shut-ins and nursing homes were held in November and December. Pneumonia vaccine was offered to any of the above mentioned persons for a fee of $5.00 per person who have never received the pneumonia immunization. There were approximately 2000 persons immunized for flu, 40 house calls were made to shut-ins for the flu immunization and 10 house calls for other reasons.

STATISTICS OF SELECTED INTEREST:

Venereal Diseases Reported	40
Biologicals Dispensed	420
Salmonellosis	4
Strep. Throat	6
Chicken Pox	40
Scarlett Fever	2

Campylobacter	4
Hepatitis	2
Meningitis	0
Hemophelius Influenza	0
Mumps	1
Strep. Pneumonia	1

The Saugus Board of Health held administrative hearings throughout the year to emphasize the need for compliance in areas of repeated violations of the State Sanitary Code. It appears that there is an increased need for contracted services, however, it is an accepted practice not to have food service personnel do sanitation assignments.

The Saugus Board of Health is also active in areas of recycling, hazardous materials and site assignments.

We have addressed concerns of young people, our elderly and the many householders in Saugus. We have had to bear the responsibility of providing public health protection along the most famous stretch of commercial dining establishments in Massachusetts. Certainly it has been a challenge to provide such public service.

ELECTRICAL INSPECTOR

INSPECTIONS:

There were four hundred and eighty-five (485) Electrical Permits issued during the year and approximately two thousand eight-hundred and sixty-five (2865) inspections were made at residential dwellings, commercial and industrial properties. This does not include inspections of Town owned buildings.

FEES:

The total fees collected for permits for 1991 were: Twenty five thousand four-hundred and thirty-five ($25,435.00) dollars.

Respectfully,

Robert Sampson,
Electrical Inspector

Rs/rs

PLUMBING AND GAS INSPECTOR

INSPECTIONS:

There were two hundred and fifty (250) Gas Permits and one hundred ninety-five (195) Plumbing Permits issued and approximately nine hundred inspections were made at residential dwellings, commercial and industrial properties. This does not include inspections of Town owned buildings.

FEES:

The total fees collected for Gas & Plumbing Permits for 1991 were:
Gas Permits - six thousand two-hundred and ten ($6,210.00) dollars.
Plumbing Permits - eight thousand nine-hundred ($8,900.00) dollars.
The total permits fees collected for Plumbing & Gas Permits were fifteen thousand one hundred and ten ($15,110.00) dollars.

Sewer permits for new and existing homes were issued and inspected in various parts of Town.

Respectfully,
Charles A. Stella
Charles Stella,
Plumbing & Gas Inspector

SEALER OF WEIGHTS & MEASURES

Salary (part-time)	$ 6604.00
Expenses	550.00
	$ 7154.00

SCALES & BALANCES	SEALED	ADJUSTED	NOT SEALED	CONDEMNED
Over 10,000 lbs.	7	2		
1000 to 5000 lbs.				
100 to 1000 lbs.	22		1	1
+10 to 100 lbs.	205	99	19	2
10 or less	7			
WEIGHTS:				
Avoirdupis	8			
Metric	20			
Apothecary	91			
LIQUID MEASURING DEVICES:				
Gasoline & Diesel	238	18	10	
Oil & Grease	3			
Kerosene	2		1	
LINEAR MEASURES:				
Yard Sticks	3			
AUTOMATIC MEASURING DEVICES:				
Taximeter	9	2		
Fabric Measuring	1			
Wire Cordage	2			

FUEL OIL DELIVERY INSPECTIONS:

Total	14	Violations	2

HAWKERS & PEDDLERS:

Total	2	Violations	0

PAYMENTS TO TREASURER:

(Sealing and Adjusting Fees)	$ 2,781.70
(Accounts Receivable)	144.00
	$ 2,925.70

In addition to my sealing duties, I have made numerous reweighing of prepackaged commodities, checked for correct unit pricing and serviced all consumer complaints, including short measure of produce and numerous short measure of gasoline and diesel fuel.

Respectfully submitted,

John Hansen,
Sealer of Weights & Measures

cc: file

jh/rs

SAUGUS PUBLIC LIBRARY

It is again my privilege to submit herewith a brief report of the activities of the Board of Library Trustees for the year 1991.

1991 began with the installation of a new Library Director, as Marjorie Harrison Oakes took over the position formerly held by Douglas Rendell. Mrs. Oakes has proved to be an excellent replacement with an energetic and innovative approach to the problems of providing library services in these days of budget cutbacks at both local and state levels.

The year also saw the resignation of Trustee Patricia Noel who moved to New Hampshire. Her place on the Board has ben capably filled by Helen Whelan, president of the Friends of the Saugus Public Library.

We continue to operate with one full time and one part time position unfilled due to budget restrictions. This has resulted in a reduction in hours which the library can be kept open. As previously indicated, it is the number one priority of the Trustees that these positions be filled as soon as finances will allow.

1991 saw the installation of a FAX machine which has proved to be invaluable in quickly obtaining information for our patrons from our sister libraries and from the Boston Public Library.

We also added several additional CL-CAT terminals allowing a larger number of patrons to simultaneously search for materials available here in Saugus and in the other libraries of the NOBLE system.

As an additional public service the Children's Room, which is not open on Monday mornings, was made available on Mondays during February, March and April to tax aides from the American Association of Retired Persons, who provided free income tax assistance to Saugus senior citizens.

Two major acquisitions of video cassettes were made when "The Voyage of Columbus: was donated by the Saugus Bank & Trust Co., the Saugus Cooperative Bank and the Saugus Credit Union; and the Ken Burns series on the Civil War was donated by the Friends of the Library. In addition we received numerous gifts of books in memory of friends and family members. A bequest of $5,000 was received from the estate of M. Pearl Peterson, the income of which is specified for the purchase of books. Three new clocks were purchased by the Friends of the Library with funds donated to them in memory of George Cakounes, a long time friend of the library.

For some time now it has been evident that at some point in the near future additional space must be made available either through construction of an addition to the present library or a completely new structure. In order to handle the planning process in a logical manner, the Trustees established a Committee of Long Range Planning. This committee consists of:

Dexter Rich }	
Donna Barrett }	Board of Trustees
Leo Nickole }	
Marjorie Oakes }	
Marlene Hegarty }	Library Staff
Anne Landry }	
Helen Whelan }	Friends of the Library
Richard McDonald}	Head, Inspectional Services

The committee has been holding meetings and has been charged with reporting to the Trustees in October 1992.

Again the Board wishes to state their commitment to providing the best possible library service to the people of Saugus within the financial restraints under which we are presently operating.

In conclusion we would like to thank the members of the library staff for their loyal and dedicated service, to our group of volunteers, to the Friends of the Library for their unwavering support, and to those member of the Town Government who have given their support and guidance.

Respectfully submitted,

Kenneth P. Babb

Kenneth P. Babb, Chairman

Leonidas Nickole
Donna Barrett
Dexter Rich
Mary McKenzie
Helen Whelan

WHAT WE DO IN ADDITION TO SIGNING BOOKS OUT:

We plan. In the past year we have done a lot of planning to determine the Saugus Public Library's future direction. The Long Range Planning Committee mentioned in the Trustees' Report has been very active. In addition, staff members have devised a plan to minimize damage in case of a disaster such as fire. A third plan involves regular building cleaning and maintenance worked out with the Department of Public Works.

Another plan, one to meet the requirements for the Americans With Disabilities Act, has been approved by the Library Trustees and awaits incorporation with the town plan. We are rearranging some furniture and bookcases to improve access for those in wheel chairs, training staff, and lowering check out desks and water fountains. The Library already has handicapped parking spaces, ramp access, delivery service for homebound townspeople, aids for reaching high shelves and magnifying small print and large print and audiocassette books.

A fifth planning component involves the materials townspeople can borrow from the Library. Once our long range plan is completed, the Library will be eligible for state grant money to improve the Library collection. In cooperation with the North of Boston Library Exchange (NOBLE), of which the Library is a member, the staff has been systematically evaluating materials in various subject areas to identify strengths and weaknesses. We will use grant money to purchase materials to improve the weak areas. The process also involves determining the levels at which we would like to maintain the collection. For instance, we would want to purchase all books available related to Saugus history, but only very basic books on quantum mechanics. Our current book budget does not meet state standards of 13% of total library expenditures, but we look forward to an improving economy which will allow us increase the proportion of materials we purchase and, thereby, reap additional state aid to develop our collection.

Our work has been simplified greatly by the purchase of a personal computer with electronic book ordering, word processing, database and spread sheet software. As library staff members learn the many tasks made easier by the computer, it has become obvious that we will soon need others.

HOURS OPEN:

57 Hours a Week	Monday - Saturday Founder's Day - Memorial Day
49.5 Hours a Week	Monday - Friday Memorial Day - Founder's Day

The Children's room is now open Friday morning in the winter. As additional staffing can be funded, we will open the Children's Room hours more similar to the main library. When we are able to meet the state standard for hours open in towns the size of Saugus, we will be eligible for more state grant money.

HOW WE SPEND TAX MONEY:

Town Appropriation for Fiscal 1992

Salaries		188,302.00
Operating Expenses		
Office Supplies	450.00	
General Supplies	700.00	
Library Materials	1,000.00	
Print & Binding	1,000.00	
Cartage & Travel	100.00	
Equipment Maintenance.	1,950.00	
Children's Programs	1,500.00	
Automated Network	14,530.00	
Total Operating Expenses		21,230.00
Materials		
Subscriptions	3,520.00	
Books	22,000.00	
Total Materials		25,520.00
GRAND TOTAL		235,052.00

Using the 1990 federal census figure for Saugus population, the appropriation totals $9.20 per person. The Library budget amounts to 0.8% of the total town budget. Towns of similar size and composition in Massachusetts spend up to 2.1% of their town budgets on library services.

State Tax Money

State Municipal Equalization Grant Funds 1991

Rug Cleaning	450.00
Interior Painting	475.00
Rest Room Flooring	288.50
Drain Access Repair	844.06
Personal Computer, Printer and Software	3,633.99
Office Furniture	920.52
Books	579.62
Automated Network	300.00
Staff Continuing Education	113.00
Total	7,604.69

WHAT WE LOAN:

The Library's collection consists of books in regular and large print for all ages, video cassettes and magazines. Thanks to gifts from the Friends of the Saugus Public Library we loan passes to the Museum of Fine Arts, Hammond Castle, Essex Institute and the Museum of Science. The Library has been developing its popular collection of books on cassette tape by adding more unabridged works. Commuters, runners, gardeners and everyone who likes to be read to can enjoy both fiction and non-fiction titles.

Number of Items Loaned 1991

Fiction	47,177
Non-Fiction	25,341
Magazines	3,386
Large Print	1,111
Young Adult	534
Audiovisual Items	3,096
Museum Passes	382
Other	1,773
	82,800

WHAT WE OWN:

At the end of December 1991 we owned 45,514 items with 35,636 different titles or 1.78 items for each Saugus resident. Through the North of Boston Library Exchange (NOBLE) our library card holders have access to over two million items in sixteen public and five academic libraries. Materials can be located using our automated catalogs in Saugus and delivered to the Saugus Public Library within three to five days.

WHAT WE BOUGHT:

The Library added 2,073 new items this year and discarded 995 outdated and worn books. Science books, such as those that said "Some day men will go to the moon.", were discarded.

LIBRARY PROGRAMS;

Sixty children registered for biweekly story time sessions which began in September. May 1991 saw 125 children and parents celebrate the end of story time for the 1990-91 year with the traditional May Pole. During 1991 the Looking Glass Theater, the Hampstead Players, Jennifer Smith with "Goosebumps", and Debbie O'Carroll entertained library audiences. We also celebrated Flag Day and the production of Snow White with the Library Drama Club.

Of the 404 who registered for the summer reading program 137 earned certificates for completing the program. Three hundred and thirteen children participated in a story and craft program. Unfortunately, numbers had to be limited to 35 children each week because the Children's Room is so small. Parents who were frustrated by our limitations have supported a Fiscal 1993 budget item for an expanded summer program in 1992 at a larger site.

The library is a meeting place for the Saugus Mural Committee, the Executive Board of the Saugus Historical Society, the Arts Lottery Council and the Friends of the Saugus Public Library. Meetings can take place only when the Children's Room is closed and the rest of the Library open since there is no meeting room.

Three elementary school classes and a Girl Scout Troop visited the library to learn about its use and resources.

As mentioned in the Trustees' Report we continue to be short staffed. We apologize to those who have arrived only to find the library closed. We had to close the library one afternoon because we had too few well staff members.

LIBRARY PERSONNEL:

Trustees:

Kenneth Babb, Chairman
Mary McKenzie, Secretary
Leo Nickole, Treasurer
Donna Barrett
Patricia Noel
Dexter Rich

Friends of the Library:

Helen Whelan, President
Nancy Lee Jensen, Vice President/Membership Chairman
Joanne Wilker, Recording Secretary
Jeanette C. Maes, Corresponding Secretary
Anne MacLaughlin, Treasurer/Publicity

Library Staff:

Marjorie Harrison Oakes, Director
Anne Wall, Administrative Assistant
Paula Byrne, Reference Librarian
Vacant, Circulation Librarian
Anne Landry, Children's Librarian
Marlene Hegarty, Technical Services Librarian
Susanne McNamara, Technical Services/Children's Room Ass't.
Rose Desmond, General Assistant/part-time
Paula Weldon, General Assistant/part-time (to 11/91)
Betty Colarusso, General Assistant/part-time

Volunteers:

Jean Wood, Dexter Rich, Ann Dinardo, Sophie Smith, Betty Sproul, Ken Babb, Janet Sanborn, Anna Swain, Dorothy Amsden, Mary Rosetti, Thea Cardalisco, Jennifer Manuel, Laura MacLaughlin, Heather Beausoleil, Deanne Hagstrom, Jaime Andreottola, Julie Niles, Danielle McLernon, Emily Espindel, Sarah Cardilisco, Donna Barrett

PARKING CLERK

PARKING VIOLATIONS FOR FY 1991

VIOLATIONS BY CODE NUMBERS

Code	1	Restricted street or area	226
	2	Overtime parking	30
	3	Parking between 2 A.M. and 6 P.M.	none
	4	R. wheel over 12' from curb	25
	5	Within 10' of a hydrant	6
	6	Within 20' of an intersection	30
	7	Within 20' of a safety island	none
	8	At a bus stop	22
	9	At a taxi stand	none
	10	Obstructing a driveway	15
	11	On a sidewalk	27
	12	In fire lanes	466
	13	Obstructing fire lanes	22
	14	Crosswalks	10
	15	Miscellaneous violations	13
	16	Handicapped	212
Total Violations			1104

Cash Received:	Parking Tickets	$ 25,559.00
	Leasing Companies	258.60
	Registry Holds	14,865.00
	Total	40,682.60
	Less fees to State for Registry Hold	3,060.00
Total Cash Received		$ 37,622.60

Total Deposits -------38

Respectfully Submitted By:

Maggie F. Ragusa

Maggie F. Ragusa
Parking Clerk

PLANNING BOARD

In the calendar year 1991, the Planning Board held 22 regular meetings, at the usual meeting place, the Saugus Senior Center, as well as two brief special meetings at the Town Hall.

At these meetings, there was a total of 29 advertised public hearings, made up of the following: 12 Town Meeting articles; 2 definitive subdivision plans; 4 Site Plan Reviews; 6 extensions of subdivision covenants; 2 changes of street names; 1 modification of a previous subdivision/Site Plan approval; 1 permit to go back to Selectmen for S-2 zoning approval; and one hearing for extensive changes to the Town's Subdivision Rules & Regulations.

Of the definitive subdivision applications; one was approved by the Board, and one disapproved. Court appeals on both of these decisions have now been filed: on the unanimous approval of two buildable house lots on Fay Court, an abutter has appealed; on the unanimous disapproval of 38 house lots at "Birch Pond Estates," the owner has appealed.

At present, these are the only active appeals of any decision made by the Planning Board. An appeal of the Board's January, 1990, disapproval of the Biffin Court two-lot subdivision was heard in Newburyport Superior Court on Jan. 2, 1992, and the judge decided in favor of the Saugus Planning Board.

The four 1991 hearings under the Site Plan Review by-law were for: 1) a 6,160 s.f. office addition at the rear of the Hilltop Restaurant; 2) a new "Sam's Store" to be located west of Prankers Pond, on Route 1, and to have 129,000 s.f. of floor space; 3) a 2,000 s.f. rear addition to the Pet Depot on Route 1; and 4) a new Italian-American club and function hall with 5,000 s.f. of floor space on two levels. These were all approved, with conditions; in the case of "Sam's Store," there were 35 conditions. Combined Site Plan/subdivision hearings were also held on the two subdivisions noted above.

With building permits still sharply down, the Town currently has **fifteen subdivisions approved to build, but with roads, sidewalks, curbs, utilities, etc., yet to be completed.** These are: Alberta Drive (not even started); Appleton Place; Cherry St. extension; Cornerstone Estates; Eric Drive (not even started); Hammersmith Village (see below); Hanson Road extension; High Point Terrace; Juniper Drive; Oak Point; Patel Drive; Still Drive; Valeri Drive; Wall St., where Sam's Store will be located (not even started); and the Woodlands. These sites must be constantly inspected by our engineer, and many covenants extended to allow the developers more time.

The Town has received word that Hammersmith Village, on Essex St., is now owned by the Shawmut Bank. With roads, utilities, etc., not completed, we have met with people from Diversified Properties of Boston, who will now manage this subdivision. Nearly 90 of about 130 lots have not yet been sold, so the impact of this subdivision is not yet known.

During 1991, many other matters were handled by the Board which did not require public hearings. Among these were 10 "Subdivision Approvals not Required" divisions of land, two preliminary subdivision plans, many lot and fund releases for ongoing subdivisions, and many, many "informal discussions" about future uses of property all over town. Among these last were five meetings with various people from New England Development - who have yet to take out a building permit, but are still attending to numerous preliminary details of the "mall upgrading". This encourages the Board to feel there is some progress!

The Town's Subdivision Rules & Regulations had a very careful, lengthy major overhaul in 1991, and a new "green book" selling for $10 replaces the old "yellow book" written in 1981.

The Board continues to operate out of its third-floor office in Town Hall, where we now even have a new electronic typewriter after years of using hand-me-downs. Our clerk, Beverly Belmonte, and our engineering consultant, Jim Sotiros, continue to work well with the Board. A new member, Christine Wilson, joined the Board in June, when Ralph Penney moved from Saugus, and in late December, our first Associate Member, Eric Brown, was appointed to fill in for any member who is away, ill, or has a conflict of interest on any Site Plan Review application.

Respectfully submitted by

Ellen Burns

Ellen Burns, Chairman, for

Frank Perry, Vice Chairman
Janet Leuci
Charles Thomas
Christine Wilson
SAUGUS PLANNING BOARD

January 27, 1992

POLICE DEPARTMENT

POLICE ROSTER

CHIEF

RICHARD A. MURPHY

CAPTAIN-EXEC. OFFICER

MARTIN J. MAILLET

LIEUTENANTS

CORNELIUS S. MEEHAN

EDWARD J. FELIX

JAMES J. MACKAY (ACTING)

STEPHEN HARPER (ACTING)

SERGEANTS

JAMES J. CHAMPOUX

KEMPTON SHIPMAN

NORMAN C. STANTON

GEORGE O. HART

NICHOLAS HARTT

ARTHUR COOK

STEPHEN SWEEZEY (ACTING)

PATROLMEN

PETER CICCLINI JR
RALPH F. NASUTI
ALBERT W. DIOTTE JR.
WILLIAM N. LEBLANC
THOMAS MURRAY
GEORGE NAVISKAS
JAMES H. MAGILL
MICHAEL C. MORELLI
FRANCIS E. GILL
DANA BATES
ANDREW S. EVLOG
CHARLES C. CARROLL
ALFRED S. HARRIS
MICHAEL T. ANNESE
HOWARD M. WHEELER
FRANK J. PANTALONE
HERBERT S. COLLIBEE
JAMES H. MOLLOY
ROY LATTANZIO
JOHN A. DIMENTE
WILLIAM M. STUFFLE JR.
RONALD W. WITTEN
ALAN R. ERICKSON
GARY E. MANSFIELD
JOHN F. COBURN
DAVID J. PUTNAM
JOCELYN L. KOUNTZE
JOHN S. BUCHANAN
PAUL R. BENNETT
KEVIN J. NICHOLS
TIMOTHY S. FAWCETT
MICHAEL F. MCGRATH
MICHAEL S. STEWART
LEONARD CAMPANELLO
DOMINIC DEMELLA
JAMES DONOVAN
MARK TORBIN

RESERVE OFFICERS

RALPH MEMMO

STEVEN RING

DIANE COWAN

CHRISTOPHER PEATRIDGE

JUDITH HIGGINS

JAMES MARSH

POLICE MATRONS

ROSE SWEEZEY

LORI POWERS

POLICE CLERKS

SANDRA ST.CLAIR

ELAINE MCLELLAN

IN ADDITION TO THE ABOVE PERSONNEL, THERE ARE 25 AUXLIARY OFFICERS, AND 18 SCHOOL CROSSING GUARDS.

SICK LEAVE

SICK LEAVE FOR THE YEAR 1991 AMOUNTED TO: 684½

SERVICE CONNECTED DISABILITY 331

SICK LEAVE CHART ETC.

YEAR	1987	1988	1989	1990	1991
NO. OFFICERS	50	51	51	51	50
SICK LEAVE	548	554	709	717	684½
SERV. CONN. INJ.	931	1604	812	762	331
TRAINING	226	486	450	443	239
FUNERAL LEAVE	27	28	20	32	28
OTHER LEAVE	68	129	106	24	25
TOTAL	1850	2851	2148	2029	1357

ARREST

DURING THE 1991 THE SAUGUS POLICE DEPARTMENT MADE 898 FOR VARIOUS CRIMES AND OFFENSES, 245 PERSON WERE TAKEN INTO PROTECTIVE CUSTODY. POLICE OFFICERS OF THIS DEPARTMENT EITHER INVESTIGATED OR MADE ARREST FOR THE FOLLOWING CATEGORIES.

CRIMINAL HOMICIDE	02
FORCIBLE RAPE	04
ROBBERY	26
ASSAULT	124
BURGLARY	281
LARCENY	1,047
MOTOR VEH. THEFT	461
MOTOR VEH. RECV.	413
PROPERTY DAMAGE	836
ACCIDENTS	1,056
DISTURBANCES	1,391
PROWLERS	01
BOMB THREAT	03
SEX OFFENSES	12
SUICIDE	0
PERSONS ARRESTED	898
PROTECTIVE CUSTODY	245
ALL OTHERS	8,767
TOTAL CALLS FOR YEAR	15,567

SUPPLEMENTAL DUTIES

PARKING TAGS ISSUED-------1104

SUMMONS SERVED----------176

VALUE PROP. STOLEN--$3,766,009

VALUE PROP. RECV. $2,370,325

DISPOSITION COURT CASES

COURT COST---------- $12,155

ARRESTED FOR OTHER AUTH----385

CONTINUED W/O FINDING------100

DISMISSED----------167

FILED----------12

FINED----------310

HELD FOR GRAND JURY----------0

PROBATION----------21

SUSPENDED SENTENCE----------29

SENTENCED TO H/C----------28

SENTENCED TO STATE PRISON----0

CASP PROGRAM----------24

SENTENCED TO Y.S.B.----------0

TOTAL---------- 1,076

BUDGET

DURING THE YEAR 1991 I HAVE ISSUED 176 LICENSE TO CARRY FIREARMS; 89 FIREARM IDENTIFICATION CARDS; DEALER AND AMMUNITION LICENSES FOR A TOTAL OF $4,117.00.

I ALSO RECEIVED THE AMOUNT OF $5,024.00 FROM INSURANCE COMPANIES, LAWYERS ETC. FOR COPIES OF ACCIDENTS AND POLICE REPORTS; $39.20 FOR WITNESS FEES; $333.75 BICYCLE AUCTION; $1,867.00 FOR MISCELLANEOUS MONEY COLLECTED FROM DRUGS, LOST OR STOLEN MONEY OVER THE PAST TEN YEARS; $490.00 FOR RESTITUTION; $142.50 FOR PHOTOGRAPHS; $3.00 FOR USE OF FAX MACHINE.

FIREARMS.....$4,117.00
INSURANCE COPIES.....$5,024.00
WITNESS FEES.....$39.20
BIKE AUCTION.....$333.75
MISC. MONEY..... $1,867.00
RESTITUTION.....$490.00
PHOTOGRAPS.....$142.50
FAX MACHINE.....$3.00
COURT FINES..... $176,542.50
PARKING TAGS..... $37,622.60
SPECIAL DETAILS.....$46,792.93
(10% SERVICE CHARGE)

T O T A L.....$272,974.48

IN FEBRUARY OF 1990 THERE WAS A COMPLIMENT OF 54 OFFICERS IN THE SAUGUS POLICE DEPARTMENT. THERE WAS, ADDITIONALLY, A TOWN MEETING VOTE TO EXPAND THE THE POLICE DEPARTMENT BY FOUR NEW MEMBERS. THE VOTE WAS LATER NEGATED AND OUR STRENGHT REMAINED AT 54 OFFICERS.

AT THE PRESENT TIME THERE ARE 50 MEMBERS OF THE POLICE DEPPARTMENT. UNLESS AND UNTIL THE STRENGTH IS RETURNED TO AT LEAST 54 MEMBERS, THE DEPARTMENT WILL REMAIN RESTRAINED IN ITS ABILITY TO FULFILL ITS FUNCTION.

EACH YEAR THE DEMAND FOR POLICE SERVICES INCREASES. OUR NEED TO ADDRESS SUCH MATTERS AS THE SAFETY OF OUR ROADS AND AN EVER INCREASING DRUG PROBLEM ARE ALSO GROWING. THE TRAINING OF POLICE OFFICERS IN NEWER AND MORE SOPHISTICATED METHODS OF INVESTIGATION NEEDS TO BE ADDRESSED. ALL OF THESE ISSUES ARE COMPROMISED SOMEWHAT DUE TO AN AGING FACILITY THAT DOES NOT MEET MINIMAL NEEDS OF A WORK ENVIROMENT.

SOME 17 YEARS AGO A STUDY CONDUCTED BOTH EXTERNALLY (LEAA) AND INTERNALLY (TOWN MANAGER) BOTH RECOMMENDED THAT THIS DEPARTMENT HAVE A MINIMUM OF 57 OFFICERS. NEEDLESS TO SAY WE HAVE TAKEN ON SIGNIFICANTLY MORE WORK SINCE THEN AND WE REMAIN UNDERMANNED. WE ARE RAPIDLY APPROACHING A TIME WHEN PRIORTIZING OF CALLS WILL BE NECESSARY. UNLESS ADDITIONAL MANPOWER, AT LEAST BACK TO PRIOR LEVELS, IS OBTAINED WE WILL BE LESS ABLE TO DO OUR JOB.

GRAPH OF REPORTS & FINES

YEAR	1987	1988	1989	1990	1991
FINES	$118,171.00	$101,676.94	$119,994.00	$157,815.00	$176,542.50
COMPLAINTS RECEIVED	17,509	16,265	15,305	15,588	15,567
SUMMONS SERVED	349	230	175	223	176
PARKING TAGS ISSUED	2,564	1,695	2,406	2,519	1,104

RESPECTFULLY SUBMITTED,

RICHARD A. MURPHY

CHIEF, SAUGUS POLICE DEPT.

BEREAU OF CRIMINAL INVESTIGATION (BCI)

THE BEREAU OF CRIMINAL INVESTIGATION (BCI) IS ASSIGNED TO HANDLE THE MORE TECHNICAL OR SERIOUS CRIMINAL CASES, WHICH ARE AS FOLLOWS, GRAND LARCENIES, FORGERIES, UTTERINGS, MURDER, SUICIDES, BACK GROUND INVESTIGATIONS, BREAKING AND ENTERING CASES, VANDELISM OF TOWN PROPERTIES, RAPE CASES, DISCREET BACKGROUND INVESTIGATIONS FOR FEDERAL, STATE AUTHORITIES, DRUGS ETC.

ANNOYING PHONE CALLS.....47

CREDIT CARD VIOLATIONS.....23

BREAKING & ENTERING—RESIDENTIAL.....64
COMMERCIAL.....40

LARCENIES.....154

LARCENY OF MOTOR VEHICLES.....07

KIDNAPPING.....03

ASSAULT & BATTERY—SIMPLE.....07
DANGEROUS WEAPON..09

RECEIVING STOLEN PROP.....06

THREATS.....07

WEAPONS VIOLATIONS.....06

SEX OFFENSES—RAPES&ATTEMPTS.....03
INDECENT EXPOSURES....05
INDECENT A/B.....01
SEXUAL ABUSE.....03

SUICICE.....00

ATTEMPTED SUICIDE.....02

MURDER.....02

ATTEMPTED MURDER.....01

OTHER REPORTED DEATHS.....06

ARSON & ATTEMPTS.....17

CHILD ABUSE------SEXUAL ABUSE.....01
(NOT INCLUDED)

ROBBERIES-------ARMED&UNARMED.....13

MELICIOUS DEST. PROP.....04

INSURANCE FRAUDS.....00

MISSING PERSONS.....06

DRUG VIOLATIONS.....06
(INC. FALSE SCRIPTS,
DRUGS,OVERDOSES,
SEARCH WARRANTS,
SURVEILLANCES,
SEIZURES.....89

RECOVERED STOLEN PROP.....06

MISCELLANEOUS INV.....53

TOTAL CASES INVESTIGATED BY BCI..581

CASES CLOSED BY SUMMONS, ARREST, WARRANTS, RESTITUTION, MUTUAL AGREEMENT, OR OTHER ACCEPTABLE MEANS.....345

THE ABOVE FIGURES DO NOT REFLECT ALL CASES INVESTIGATED BY THE POLICE DEPARTMENT, BUT ONLY THOSE REFERRED TO THE BEREAU OF CRIMINAL INVESTIGATIONS FOR FOLLOW UP OR BECAUSE OF THE SERIOUSNESS OF THE CRIME.

ALTHOUGH BCI INVESTIGATED FOUR CHILD AND SEXUAL ABUSE CASES THE MAJORITY OF THESE CASES ARE REFERRED TO THE JUVENILE INSPECTOR WHO SUBMITS A SEPARATE REPORT. CASES INVESTIGATED BY THE JUVENILE INSPECTOR ARE NOT INCLUDED IN THIS DOCUMENT.

Although the case load and solve rate for Bureau Criminal Investigations (BCI) declined slightly in 1991 in comparison to 1989-1990 it still far exceeded the case load of 1987 and 1988. (See attached chart).

Several of the larcenies recorded in this report involve organized criminal rings such as thefts by credit card, fraudulant check scams, white collar crimes such as bank fraud, construction and real estate scams and the like. These type of crimes require extensive investigatory hours. In just one case of real estate mortgage fraud hundreds of pages of depositions had to be read and studied before the assigned investigator could even begin his investigation. We dread seeing these type of crimes reported for investigation because of the many man hours they require thereby taking the investigator away from other cases needing attention for days at a time.

Please note the rise in drug violations in 1991. I have seen a steady rise in reported drug violations. We have received many reports of locations and persons dealing drugs. Many of these go uninvistigated because of the many hours of surveillance and investigation required. However there have been some arrests for the passing of counterfeit scripts at drug stores and also as a result of search warrants. As a result of one investigation we confiscated a late model vehicle with only 13000 miles for departmental use. We also have an older model low mileage vehicle impounded as a result of another drug investigation. This vehicle has not yet been awarded to the department as the case is still pending. The defendant is fighting the the seizure in the courts.

The BCI still provides many of the auxiliary and supportive functions for the rest of the department. Some of these include attending detective meetings, multi jurisdictional task force meetings, crime prevention meetings, training seminars and also assist other authorities and jurisdictions in their investigations whenever necessary. Detectives also fingerprint and photograph prisoners as does the patrol force when dectectives are not in police station. There were more prisoners photographed during 1991 than in any prior year. Detectives process all civilian residents needing fingerprints taken for security clearance employment, provide backup for patrol units when necessary and photograph and process crime scenes.

A critical problem occupying far too much time is the clerical work being done by police detectives. Time is being utilized typing reports on there investigations which there are many. Fingerprint cards have to be filled out with the defendant's booking information. Saugus print cards have to be filed and State Police Cards have to be filled out with the same information and sent or taken to State Police Headquarters in Boston. Because of the time factor involved as well as man power shortage I have stopped sending FBI cards to Washington DC except in the more serious felonies. Prisoners photographs (mug shots) have to processed and filed. Material has to be prepared and handouts assembled for detectives meetings. The difficult part is trying to get all the above accomplished in between the interuptions caused by numerous incoming business phone callsto the BCI unit members. I have discussed the possibility of a secretary for the detectives unit with the Chief. I really believe that a secretary would greatly enhance the efficiency of the unit. My goal as commanding officer is to have investigators spend more hoursin the street detecting crime than to have them in the station the majority of the time doing reports and clerical work. A secretary or clerk would solve this problem. I have researched other departments and found that it works for them. If this were to come to be then more time could be spent on the drug hot spots. We could also do more surveillance and investigation on car thefts and house breaks which are at a very high rate. As Commanding Officer of BCI I find it not only frustrating but rediculous and extremly inefficient to have trained police investigators doing clerical work when this could be done by civilian personnell.

Attached to this report is a chart indicating the case load, cases solved, and the percentage rate of cases solved over the last five years.

Respectfully submitted,

Arthur P. Cook

Arthur P. Cook
Sgt. Inspector
Commanding Officer
Bureau of Criminal Investigations

Bureau Criminal Investigations

Category	1987	1988	1989	1990	1991
Annoying phone calls	10	15	23	44	47
Credit card violations	07	17	11	21	23
Breaking & Entering - Residential	35	42	56	157	64
Commercial	15	21	27	47	40
Larceny of Motor Vehicles	13	13	25	14	07
Larcenies - all others	78	115	167	102	154
Robberies - Armed and unarmed	19	12	29	14	13
Kidnapping	05	02	02	04	03
Assault and Battery - Simple	20	05	12	05	07
Assault and Battery - Dangerous Weapon		07	09	15	09
Receiving Stolen Property	11	08	12	13	06
Drug Violations	31	47	73	69	89
Threats	05	04	15	12	09
Weapons violations	06	05	07	09	06
Indecent Exposure	11	17	03	07	05
Rape	05	02	04	03	03
Indecent Assault and Battery			04	05	01
Sexual Abuse			05	04	03
Suicide	05	03	02	04	00
Attempted Suicide	02	03	01	02	04
Murder	01	01	00	00	02
Attempted Murder	01	03	06	04	01
Reported Deaths	05	09	02	11	06
Missing Persons	02	00	00	10	06
Arson and attempts	05	04	04	04	17
Child Abuse			09		01
Malicious Destruction	17	21	06	18	04
Insurance Frauds		02	01	07	00
Other Miscellaneous investigations				13	53

Bureau Criminal Investigations

Category	1987	1988	1989	1990	1991
Total cases investigated	346	436	596	644	581
Total cases cleared	237	292	367	412	351
Total cases cleared by percentage	68%	67%	62%	64%	60%

ANNUAL TRAFFIC REPORT 1991

LT. JAMES J. MACKAY TRAFFIC ENFORCEMENT

The total figures indicated in this report do not reflect any motor vehicle accident or citations that have been investigated by or issued by the State Police, nor does it reflect any motor vehicle accident that is not required by law to be reported to the police department.

Respectfully submitted,

Lt. James J. MacKay

Lt. James J. MacKay
Traffic Enforcement

TOTAL ACCIDENTS REPORTED FOR 1991: 1,833

ACCIDENTS REPORTED BY MONTH:

JANUARY	153
FEBRUARY	128
MARCH	144
APRIL	132
MAY	179
JUNE	129
JULY	162
AUGUST	159
SEPTEMBER	149
OCTOBER	122
NOVEMBER	178
DECEMBER	198
	1,833

TOTAL ACCIDENTS INVESTIGATED BY SAUGUS POLICE DEPARTMENT: 595

ACCIDENTS INVESTIGATED BY MONTH:

JANUARY	40
FEBRUARY	37
MARCH	51
APRIL	38
MAY	59
JUNE	42
JULY	68
AUGUST	55
SEPTEMBER	46
OCTOBER	45
NOVEMBER	57
DECEMBER	66
	595

FATAL MOTOR VEHICLE ACCIDENTS 1991: 3

MARCH 12, 1991	2:30 PM	Rt#1n Carpet Giant	1 Person
JULY 16, 1991	1:34 PM	Walnut St. & Tara Lane	1 Person
NOVEMBER 23, 1991	2:30 AM	Rt#1n Caruso's	1 Person

PROPERTY DAMAGE ACCIDENTS 1991: 1,417

JANUARY	131
FEBRUARY	91
MARCH	119
APRIL	102
MAY	137
JUNE	115
JULY	129
AUGUST	114
SEPTEMBER	117
OCTOBER	90
NOVEMBER	120
DECEMBER	151
	1,417

PERSONAL INJURY ACCIDENTS 1991: 416

JANUARY	22
FEBRUARY	37
MARCH	25
APRIL	32
MAY	42
JUNE	29
JULY	33
AUGUST	46
SEPTEMBER	32
OCTOBER	32
NOVEMBER	38
DECEMBER	48
	416

PERSONS ~~INJU~~RED IN MOTOR VEHICLE ACCIDENTS 1991: 607

JANUARY	39
FEBRUARY	46
MARCH	37
APRIL	41
MAY	57
JUNE	39
JULY	60
AUGUST	68
SEPTEMBER	49
OCTOBER	45
NOVEMBER	53
DECEMBER	73
	607

TOTAL BICYCLE ACCIDENTS FOR 1991======== 10

TOTAL PEDESTRIAN ACCIDENTS FOR 1991========6

TOTAL RESIDENT OPERATORS FOR 1991======== 1,107

TOTAL NON-RESIDENT OPERATORS FOR 1991======== 2,231

DAYS OF THE WEEK ACCIDENTS OCCURED

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
JANUARY	14	21	20	34	21	24	19
FEBRUARY	11	14	14	23	33	17	16
MARCH	45	8	15	17	10	26	23
APRIL	14	12	25	9	18	26	28
MAY	15	26	31	27	30	24	26
JUNE	10	7	15	25	22	23	27
JULY	19	16	18	34	16	27	32
AUGUST	9	29	22	16	33	26	24
SEPTEMBER	24	20	15	24	24	25	17
OCTOBER	5	10	13	15	31	26	22
NOVEMBER	24	13	13	19	24	53	32
DECEMEER	26	49	34	25	16	31	17
	216	225	235	268	278	328	283

ACCIDENT LOCATIONS

U.S. ROUTE 1	210
U.S. ROUTE 107	56
U.S. ROUT 99	22
MAIN ST.	87
LINCOLN AVE.	128
WALNUT ST.	102
ESSEX ST.	56
CENTRAL ST.	88
WINTER ST.	19
HAMILTON ST.	34
WATER ST.	17
BALLARD ST.	36
SAVILLE ST.	11

AGE OF OPERATORS INVOLVED

16 - 19 YEARS	300
20 - 24 YEARS	440
25 - 35 YEARS	742
36 - 44 YEARS	446
45 - 54 YEARS	267
55 - 64 YEARS	196
65 - 74 YEARS	162
75 YEARS AND OLDER	81

PUBLIC WORKS DEPARTMENT

THIS DEPARTMENT IS COMPRISED OF THE FOLLOWING DIVISIONS:

ADMINISTRATION	ENGINEERING
BUILDING MAINTENANCE	WATER
ELECTRICAL MAINTENANCE	SEWER
FORESTRY & PARKS	MOTOR VEHICLE MAINTENANCE

Administration:

This department has the responsibility of making the payroll for all the Public Works employees, which totals 34 people. This staff also takes care of all citizens complaints and coordinates them with the Public Works yard and the complaints are carried out. They also take care of water and sewer billing. There are approximately 8,100 accounts and 7,900 of them have outside readers to make readings easier and quicker. These bills are sent out semi-annually. The bills are sent out semi-annually. The meters are read in February and again in August. It is 5 weeks before bills are sent out from the time they are read to being mailed. There are constantly homes, condos and apartments that are being sold, which means that sewer and water bills have to be updated and transfers made to the new owners. The billing is now done on a new computer system which will hopefully make billing more accurate. This office is responsible for processing and paying bills for small Public Works projects as well as capital improvement projects which also includes the School Department. This office is streamlined and staffed with 2 responsible people Joan Hynes and Barbara Cimmino. They handle snow plowing and sanding problems during the winter months. They are involved with water and sewer abatements and assessments. Setting up new sewer accounts and deleting old water and sewer accounts

When snow plowing operations are in effect Mrs. Hynes is in charge of all time cards when contractors arrive at the Public Works Yard. She makes sure they all punch in and punch out and processes all bills for snowplowing. She does an excellent job in this area.

BUILDING MAINTENANCE:

This department is responsible for maintaining thirteen public buildings and eight school buildings.

TOWN HALL - Minor work was done,floor tiles, air-conditioners were installed, ceiling in the Auditorium was completely done over.

AMERICAN LEGION BUILDING - Minor carpentry work was done, windows caulked, and minor electrical work.

D.A.V. Minor electrical work and carpentry was done.

MAIN LIBRARY - Minor electrical work and carpentry was done.

POLICE STATION - Police Chief's office was done over wallpaper, etc.also, minor electrical and carpentry work done.

MAIN FIRE STATION - Minor carpentry and electrical work was done.

ESSEX STREET FIRE STATION - Minor electrical and carpentry was done as well as some painting.

MAIN SEWER STATION - Minor elecrical and plumbing was done.

STACKPOLE FIELD - Both club houses had electrical and carpentry work done also, aluminum bleachers were repaired, as well as some repairs on the wooden bleachers.

PUBLIC WORKS BUILDING - Minor work done carpentry, electrical, another new door was installed at one of the bay's.

SENIOR CENTER - Repairs on the gutters were completed, minor electrical and carpentry work was done.

VETERANS MEMORIAL SCHOOL - Many ceiling tiles were replaced, as well as tiles on the gym floor. Many lights and ballasts were replaced. Minor plumbing work clogged drains, toilet, flushometors.

SAUGUS HIGH SCHOOL - Many ceiling tiles were replaced, mostly due to vandalism. There was minor plumbing work as well as ballasts lights that were replaced.

LYNNHURST SCHOOL - Minor carpentry and electrical work was done.

OAKLANDVALE SCHOOL - Minor electrical and carpentry work was done, many lights and ballasts.

WAYBRIGHT SCHOOL - Minor carpentry and electrical work was done.

EVANS SCHOOL - Minor carpentry and electrical was done.

BALLARD SCHOOL - This school had another classroom made in the basement, it was done to everyones satisfaction. Also, minor electrical and carpentry work was done.

MIDDLE SCHOOL - A new pump motor was installed in the boiler room at the Middle School. Many ballasts and lights were replaced and carpentry work done through out the building.

ADMINISTRATION BUILDING - There was minor electrical work done.

FORESTRY DEPARTMENT - This department is staffed by two people, William Vatcher is the fore man and Mr. Wendell his assistant, they are both tree climbers and are quite capable doing tree work. There were approximately 30 big trees taken down by outside contractors with town help. There were approximately 35 trees taken down by our own department. Many trees were trimmed and pruned this year. Also, many stumps were grounded out. This year many trees were cut down because of age. There should be a replacement of trees, the town is losing many trees.

PARKS DEPARTMENT - This department is staffed by three people, Mr. Stack, foreman, Mr. Penachio and Mr. Vater. They are responsible for maintaining 200 acres of parks. They coordinate with the School Department and Mr. Genolfi in particular for activities such as football, baseball, softball, soccer, field hockey, also the Park Department coordinates with Pop Warner football, Babe Ruth Baseball National and American leagues softball leagues and soccer leagues over 35 womens softball.

SEWER DEPARTMENT - This department has three men to maintain nearly one hundred sixty miles of sewer main, one main sewer station that pumps minimum 2.5 million to 15 gallons a day. Also, ther are six sub-Stations. Mr. Bourgeois is the foreman with Mr. Di Nocco as the sewer station operator with Mr. Nuzzo as the assistant. The Sub-Stations are checked and maintained every day as well as the main station. There is flushing on sewer lines on a continuing bases. This department also assist in storm drains when they need to be flushed and cleaned. There were several new sewer connections made at the sidewalk, lines were blocked because of tree roots, at Shore Road, Greystone Road and School Street.

WATER DEPARTMENT - This department is staffed by four people, Mr. Parks, General Foreman, Mr. Waugh acting Water Foreman, Mr. Capone and Mr. Barressi. There are approximately one-hundred sixty-five miles of water main to maintain, as well as eithty one hundred dwellings with water meters. There is nearly 4 million gallons of water consumed daily in Saugus. There are 975 hydrants to be maintained. Water meter readings are done twice a year. There are many calls for water turn on and offs. Leaking metera are a continuing problem as well as water breaks. This past year there were twentyfive water breaks. Contractors had to be watched for water main installations on Myrtle St., Mr. Vernon, Lindwood Street, and Laurel Street this area had very poor water pressure for fire fighting and domestic use. It was replaced with 8" ductile pipe. This was another busy year for the Water Department.

MOTOR VEHICLE MAINTENANCE - This department is made up of two men, the the foreman Mr. Morelli and his assistant Mr. Blasingame. They are responsible for all the maintenance on all Public Works vehicles, such as oil changes, maintenance of front-end loaders grader trucks,also tires, transmissions, clutches, body work and paint jobs. They are responsible for forty four pieces of equipment.

CUSTODIANS - There are two men involved with custodial duties at the Town Hall and Police Station. They are Mr. Johnson and Mr. Howlett.

HIGHWAY DEPARTMENT - This department is made up of four men. Mr. Small is the foreman, Mr. Cardalisco, Mr. Ficociello, and Mr. Fitzgerald. This department is responsible for street signs and all signs that need to be posted. These signs are requested by the Board of Selectmen, Police Department, Fire Department and School Department. Painting crosswalks, center lines, triangles throughout the town. Fill pot holes where needed, sweeping of streets. Also, coordinate the cleaning of catch basins with the contractor This past year more repair of sidewalk work was done. During the winter this department is responsible for sanding and plowing, putting out approximately 120 sand barrels where needed throughout the town.

ENGINEERING DEPARTMENT - This department is headed by Mr. Philip Randazzo and his assistant Mr. DiFonzo. These work is as follows:

1. Updating and maintaining the assessors plans of the town.
2. Updating the zoning maps.
3. Supply information to surveuprs concerning street lines and lots.
4. General engineering inquiries.
5. Reproduction of plans.
6. Supply information and location of water and sewer services.
7. Prepare a graphic picture of zoning article changes.
8. Supervised and monitored the water main installation on Lincoln Avenue and Fairview Avenue.
9. Supervised and monitore sidewalk project on Intervale Street.
10. This department also draws plans and gets quantities and specifications of all jobs such as water main installations, sidewalks, drains, and resurfacing of streets. This department works very with the Public Works for many requests.

In total 1991 was a fair year considering the fiscal situation. The Public Works was able to maintain the services needed for the town. Mr. Collins the town manager and Mr. Cardillo have been very supportive of Public Works. However, we still need personnel and more equipment.

Joseph Attubato

JOSEPH ATTUBATO, DIRECTOR
PUBLIC WORKS & IMPROVEMENTS

PURCHASING DEPARTMENT

52 BIDS/QUOTES ISSUED

CONSTRUCTION:	8 BIDS/QUOTES 6 CONTRACTS/AWARDS	=	$293,122 +/-
GOODS, SUPPLIES, EQUIP:	27 BIDS/QUOTES 19 CONTRACTS/AWARDS	=	$272,185 +/-
SERVICES:	15 BIDS/QUOTES 11 CONTRACTS/AWARDS	=	$ 85,300 +/-
LEASES: CONCESSIONS	1 BID 2 CONTRACTS	=	$ 25,332
SALES:	1 ARENA VAN	=	$ 100
PURCHASE ORDERS APPROVED	838	=	$472,259

MARCIA F. ROLLI
PROCUREMENT OFFICER

1991 BIDS

CONTRACT	DEPART.	AWARDED TO	CONTRACT VALUE	CONTRACT LENGTH
TOWING SERVICES	DPW	REJECTED	- - -	
TIRES, TUBES, SERVICE	ALL	DISCOUNT TIRE CO.	18,000 +/-	(3 YRS)
ATHLETIC EQUIPMENT	SCHOOL	VARIOUS	10,563	
SEWER INSTALLATION	DPW	DECLARED EMERGENCY	- - -	
PRINTING LETTERHEAD PAPER	ALL	SIR SPEEDY	1,000 +/-	
PHOTOCOPY MAINTENANCE	SCHOOL	OFFTECH	1,302	
SEWER CLEANING VEHICLE	DPW	REJECTED	- - -	
WATER MAIN - CLIFTONDALE SQ.	DPW	MANTER CO., INC.	100,365	
WATER MAIN - FELTON ST, ETC.	DPW	A. V. CONSTRUCTION	46,239	
OFFICE SUPPLIES	ALL	REJECTED	- - -	
DETERGENT-STRIPPER	SCHOOL	M. D. STETSON CO.	8,550 +/-	(2 YRS)
SEAL TENNIS COURTS	PLAYGROUND	N. E. SEALCOATING	2,178	
POLYCARBONATE SHEETS	DPW	HART SUPPLY CO., INC.	4,273 +/-	
ART & GENERAL SUPPLIES	SCHOOL	VARIOUS	84,442	
LOAM	ALL	MILES RIVER SAND	16,000 +/-	(3 YRS)
TELEPHONE SYSTEM	MANAGER	U.S. TELECENTERS	13,479	
OFFICE SUPPLIES	ALL	OPCO OFFICE PRODUCTS	30,000	(3 YRS)
RIDE-ON MOWER	DPW	JAMES R. ROSENCRANTZ	8,450	
USED POLICE VEHICLE	POLICE	TRAVEL RENTAL	6,900	
LEASES - FOOD CONCESSION	ARENA	COLONIAL FOODS	14,400	
- PRO-SHOP CONCESSION		SPORTS SPECIALS	10,932	
WORK UNIFORMS	FIRE	J. B. SIMONS	4,050	
PRINTER	ASSESSORS	PATRIOT PROPERTIES	1,350	
SEWER CLEANING VEHICLE	DPW	REJECTED	- - -	
PRINTING RESIDENT LISTING	CLERKS	AMERICAN SPEEDY PRINTING	1,500	
ROAD SALT	DPW	AKZO SALT INC.	42,660 +/-	
PRINTING ANNUAL REPORT	CLERKS	SIR SPEEDY	789	
LINE MARKING MACHINE	DPW	REJECTED	- - -	
CHAPTER ONE EVALUATION	SCHOOL	CARLETON LEHMKUHL	1,500	
VOTING MACHINE SERVICE	CLERKS	ELECTRONIC VOTING	5,146	(2 YRS)
CONSULTANT	CONSV.COM	I. E. P.	4,974	
LOCKERS	POLICE	PRO-QUIP INC.	5,200	
MILK, BREAD, ETC.	SCHOOL	CANCELLED	- - -	
TYPEWRITER MAINTENANCE	ALL	COLONIAL BUS. EQUIP.	5,022	(3 YRS)
DOORS - HIGH SCHOOL	SCHOOL	DiCHIARA & SONS	15,650	
DESIGNER - VITALE BUILDING	PURCHAS.	NO QUOTES RECEIVED	- - -	
VITALE BUILDING	PURCHAS.	FALLON CONSTRUCTION	124,200	
BLEACHER REPAIR	DPW	GALLIVAN ENTERPRISES	4,490	
ROAD SAND	DPW	KINGSTOWN CORP.	9,990 +/-	
SALE OF ARENA VAN	ARENA	RICHARD LANDANO	100	
COMPUTERS	INSPECT.	REJECTED	- - -	
STREET SANDING	DPW	REJECTED	- - -	
STREET PLOWING	DPW	REJECTED	- - -	
COMPUTER SERVICES	LIBRARY	N.O.B.L.E.	16,067	
BAYPERN MAINTENANCE	POLICE	MOTOROLA COMM. & ELEC.	30,000	(3 YRS)
COMPUTER SOFTWARE	ASSESSORS	PATRIOT PROPERTIES	10,000	
PHOTOSTAT MACHINE	POLICE	SAVIN CORP.	4,723	
PLASTIC BAGS	SCHOOL	H. T. BERRY	1,500 +/-	
COMPUTERS	INSPECT.	DELL MARKETING CORP.	2,562	
DRAPES	SCHOOL	REJECTED	- - -	
GUTTER REPLACEMENT	DPW	REJECTED	- - -	
FLAGS	CEMETERY	ALL AMERICAN FLAG	1,493	
USED FREEZER	SCHOOL	MEDFORD-WELLINGTON	6,000	
		TOTAL:	676,039 +/-	

SCHOOL DEPARTMENT

The Saugus Public Schools opened with a staggered time for all levels. Grade 1-5, Grade 6, Grade 9 started Wednesday, September 4, 1991. All other grades started Thursday, September 5, 1991, and by Friday all grades were in attendance. The Kindergarten classes had their A.M. and P.M. Orientation schedule on Wednesday and Thursday and by Friday they also were in class. By Monday, September 9, 1991 our enrollment of 3286 students were in attendence, bus scheduling was on target and our Special Needs department was also on schedule. The Ballard School was kept on an 8:30 a.m. - 2:30 p.m. schedule because of the heavy traffic flow on Ballard Street and Dudley Street. This has proved to be very satisfactory for the parents of the students as this is a "walking" school and busing is not involved in this area.

Restructuring/Integration at the Belmonte Middle School level was in effect and teachers worked very hard to accomplish the "integration or main-streaming" concept of teaching students. Anthony DeMatteo was appointed the Coordinator of Integration and set up workshops to help with the direction the middle school should be heading in.

In October the FY-1992/93 Budget requests were sent to all principals and department heads for preparation.

The systemwide roofing/repair program was 90% completed and should be all finished before winter arrives. This improvement program for the schools has been a good program after many years of "patch" work.

In November-election of School Committee Members brought back three (3) incumbents and two (2) new members. The School Committee members for 1991-1993 are:

Daniel O'Brien, Chairman
Mary Burke, Vice-Chairperson
Richard Berry
Edmund Nazzaro
Carla Scuzzarella

Contract negotiations will start shortly and be ongoing for most of this year of 1991/92.

In December the systemwide grades had one (1) day off because of inclement weather. Limited purchases were granted for up-dating of supplies with emphasis on being frugal. Our systemwide computer program has been very rewarding especially at the elementary level. This level has become quite knowledgable and adept on the computer.

During the winter months the weather continued to be in our favor as far as calling off school.

The calendary for FY-1992/93 was approved by the School Committee and readied for distribution.

All school activities are being fulfilled and completed on a schedule as previously planned for the end-of-the-year wind-down.

Town Meeting passed and accepted the School Budget for FY-1992/93. We thank them all.

High School graduation was held on Sunday, June 7, 1992-it was a hot and humid day but no rain and all went well.

The usual inventory taking, up-dating of records and the many end of the year duties are being completed as the last day of school will be June 19, 1992.

Two sad notes for this year were the death of William Regan, an English teacher at the high school after a fight with cancer and the bicycling accident of Jack Waka during the summer of 1991 which left him paralyzed from the neck down. Hopefully Jack will make some progress in time.

The Early Release schedule for teacher workshops has been a great help in structuring classroom teaching for the up-grading of new systems.

Also, after much parental input, lengthy discussions and "watching" the budget, the Committee decided to house two (2) fifth grade classes-from the Ballard School-at the Veterans Memorial School because of crowding and an enlarged enrollment in the Ballard area.

These two (2) classrooms will be moved "intact" which means that the two fifth grade teachers will also move with their students so that continuity will prevail.

The other option was the installation of two (2) portable classrooms on the school grounds. This would have diminished the play area as Ballard School has a smaller yard than other elementary schools.

Retirements for the FY-1991/1992 are:

John Capomaccio	Effective December 6, 1992	Social Studies Dept.
Patricia Caruso	Effective June 30, 1992	Language Arts Dept.
Jerome Mitchell	Effective June 30, 1992	Band Director

WILLIAM F. DOYLE, JR.
SUPERINTENDENT OF SCHOOLS

jhs

BOARD OF SELECTMEN

The Board of Selectmen held thirty-four public meetings in 1991. The board consisted of Janette Fasano, Chairman, Richard Barry, Florence Chandler, Robert Long, and Peter Manoogian. All meetings were held at the Senior Center, 400 Central Street, Saugus, MA.

The selectmen selected Mr. Edward J. Collins, Jr, Esquire, as a town manager in February, 1991. Mr. Collins was sworn in on February 8, 1992. A farewell retirement pary was held in honor of Norman Hansen, outgoing town manager. Board members expressed their deepest appreciation to Mr. Hansen for his service to the town.

1991 Highlights

Robert Entwistle and Michael Bonia both received citations from the board for their Eagle Scout Awards.

On April 16, 1991 the Saugus River Advocacy was formed.

On May 28th the board voted to institute a $50.00 fee to be charged to applicants requesting special permits and or renewals of special permits.

In June a telethon was held for the Desert Storm Parade. Over $9,100 was raised.

On June 11, 1991, Mr. William McCabe, of New England Development, addressed the board and stated that they would be applying for building permits by July, if financing approved.

On July 23rd the Saugus Elks was granted a BINGO license.

On September 5, the Board of Selectmen voted in new regulations regarding the issuing of licenses; public hearings could be scheduled as soon as information received by the clerk.

Founders Days was held on September 7, 1991

On September 17 the following persons were elevated to the Hall of Fame: Ernest Anganis, William Babcock, Diane Benna, Dr. Maureen Glynn Cook, Harry Gates, Stanley Kryzwicki, Bayard Maxwell, Marlene Monto, Steve Peach, John Quinlan.

On October 1st a major highway project was announced for the Upper Main Street area.

Composting program announced - Upper Main Street

On November 6, 1991 the Board of Selectmen was sworn in. The new board consisted of Janette Fasano, Chairman, Richard Barry, Christie Ciampa, Anthony Cogliano, and Peter Manoogian.

On December 14th the Hammersmith Stroll was held.

On December 30th Mr. William Cronin, from New England Development addressed the board and said that no schedule has been arrived at as yet to start work in the shopping center.

Special Permits

1/8/91	TarKim - Sun Rite Cleaners, 180 Main Street
4/30	Tom Anderson, 358 Central Street, Car Waxing Business
6/18	Shear Pleasures Hair Salon, 114 Broadway
10/15	Gabriel Pasquale, Metal Fabrication Business, 910R Broadway
11/12	Ann Miller Hail Salon, 641 Broadway
11/12	Shirley Russell, Karate Studio, 371 Central Street

Special Permits Denied

4/2/91	Arthur Tomasi, Golf Range, Broadway
6/18	S&S Contractors Yard at 129 Ballard Street
10/15	Veterinary Clinic at 6-8 Dighton Street

Appointments

4/2	David Carleton, Arts Lottery Commission
4/16	Wesley Gage, Arts Lottery Commission
6/18	Christine Wilson Planning Board
6/18	Katie Galenius, Alternate/Board of Appeals
7/20	John Chipouras, Playground Commission
7/20	Heather Anderson, Canine Control Board
7/23	Anny Cyros, reappointed to Conservation Commission
7/23	Linda Call, Playground Commission
9/17	Phyllis Brown, Historical Commission
9/17	Jay Ashe, Board of Health
10/15	Charles Lynch, Jr, Conservation Commission
10/15	Steven Manley, Canine Board
11/26	Peter Manoogian, Business Education Collaboration
12/10	Christie Ciampa, Essex County Advisory Board
12/10	Anthony Cogliano, RESCO Task Force
12/17	Charles Thomas, Planning Board
12/17	Earl Hills, Historical Commission
12/17	Mary Dunlop, James Nichol, Ralph Badger, Sadie Kelley, Council on Aging
12/17	Christie Serino, Business & Industrial Dev. Commission
12/17	George Morris, Business & Industrial Dev. Commission
12/17	Randy Briand, Cemetary Commission
12/17	Katie Galenuis, full member, Board of Appeals
12/17	Anthony Cogliano, Master Plan committee
12/17	Edward Patterson, Arts Lottery Commission

Transfers

4/30	Salvatores Pizza to Fred Essery, d/b/a Dairy Barn
4/30	Tiger Motor Sales, 1134 Broadway, Class II license
5/4	Gibbs Ford to York Ford
6/11	Boston Chicken, 168 Broadway
6/18	Santoro's from 1228 Broadway to 259 Essex Street
6/18	Bickford's to ELXSI, 1093 Broadway
9/3	Saugus Seafoods to Barretts Seafood, 35 Hamilton Street

Respectfully submitted,

Janice K. Jarosz

Janice K. Jarosz, Clerk
Board of Selectmen

MAPC

Metropolitan Area Planning Council

60 Temple Place, Boston, Massachusetts 02111 617/451-2770

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SAUGUS TOWN REPORT

MAPC provided staff support to the CORE subregion, of which Saugus is a member; coordinated review of the Transportation Improvement Program; facilitated discussion and public input to the amendments to the State Implementation Plan for Air Quality; attended on behalf of the member communities, all PMT (Program for Mass Transportation) meetings; identified commuter parking locations in the CORE subregion; assisted Saugus in Pavement Management Program; advised town on local traffic study; provided population/age group forecasts; subregional and community census profiles; census data analysis; mapping of land resource protection areas; and coordinated review and input to "A Strategic Metropolitan Transportation System" as part of MetroPlan 2000.

MetroPlan 2000 continuing efforts included development of the Transportation, Land Resources and Housing Elements with input by the subregions and policy committees.

Franklin G. Ching, *President* Marjorie A. Davis, *Vice-President* Martha K. Gjesteby, *Secretary* Jay J. Donovan, *Treasurer*

PRINTED ON RECYCLED PAPER

David C. Soule, *Executive Director*

TOWN CLERK'S DEPARTMENT

TOWN CLERK'S OFFICE BOARD OF SELECTMEN ELECTION REGISTRARS

The following vital statistics were recorded in the Town Clerk's Office for the year 1991. Three prior years are shown for comparison purposes.

BIRTHS TO RESIDENTS	1988	1989	1990	1991
Female	109	128	122	152
Male	142	154	108	145
Total Births	251	282	230	297

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* DEATHS OF RESIDENTS	222	231	209	210
DEATHS (Non-Residents)	31	43	24	24
Total Deaths	253	274	233	234

****

MARRIAGE CERTIFICATES ISSUED

Issued	227	202	189	178
Licenses Not Exercised	5	2	0	2

****

The following monies was collected for various Licenses and Services which are provided by the TOWN CLERK'S OFFICE.

	1988	1989	1990	1991
Resident Listing	570.00	736.00	282.00	494.00
Marriage Intentions	1,165.00	1,005.00	955.00	895.00
Financing Statements	3,864.00	3,438.00	3,299.00	2,542.00
Financing Discharges	405.00	303.00	301.00	275.00
Business Certificates	836.00	1,172.00	754.00	1,306.00
Gasoline Storage	1,007.00	1,054.00	989.00	1,435.88
Certified Copies	6,196.00	6,536.65	6,342.30	6,322.55
Pole Locations	------	37.50	-----	320.00
Miscellaneous	206.00	579.00	402.55	287.00
Raffle Permits	120.00	80.00	200.00	160.00
Dog Licenses	3,887.00	4,854.00	4,324.00	3,473.00
Hunting & Fishing(Fees)	308.90	349.40	360.30	359.80
Hunting & Fishing(State)	7,757.15	9,161.15	9,565.05	12,909.40
	26,322.05	29,305.70	27,774.20	30,779.63

****

* In cases of DEATH involving NON-RESIDENTS, the appropriate City or Town Clerk was furnished a copy of the Death Certificates. Copies of all records are forwarded each month to the BUREAU OF VITAL STATISTICS OF THE DEPARTMENT OF PUBLIC HEALTH IN BOSTON.

The figures are from January 1, 1991 thru December 31, 1991.

	1988	1989	1990	1991
Liquor Licenses	102,990.00	117,045.00	109,505.00	104,515.00
Victualer Licenses	3,650.00	4,550.00	4,000.00	6,050.00
Entertainment	840.00	1,110.00	900.00	890.00
Juke Boxes	450.00	550.00	350.00	500.00
Sunday Entertainment	2,700.00	3,500.00	3,000.00	2,900.00
Auto Dealers	2,875.00	3,000.00	2,900.00	2,800.00
Taxi Licenses	179.00	275.00	225.00	300.00
Auctioneer	165.00	100.00	25.00	25.00
Golf Range	100.00	100.00	100.00	200.00
Trailer Storage	4,250.00	18,400.00	29,550.00	22,600.00
Function Room	-----	250.00	------	------
Used Goods	10.00	-----	200.00	------
Miscellaneous	-----	400.00	------	------
Coin-Op Amusements	8,500.00	8,500.00	8,400.00	13,800.00
Fortune Telling	4.00	2.00	6.00	8.00
Roller & Ice Rinks	200.00	200.00	200.00	400.00
Trailer Sales	10.00	------	------	------
Valuable Goods	------	------	------	400.00
Special Permits	------	------	------	750.00
Totals	$ 126,923.00	157,982.00	159,361.00	156,138.00

If License fee's are not collected until after December 31st, the fee's are credited to the next years receipts.

The Annual Town Census was again conducted during the months of January and February, with all information entered into the computer.

A Town Election was held in November of this year.

With the Town Clerk's Office having it's own computer, the Jury List and Voter Lists are now done "in-house" and are not contracted out.

Marcia R. Wallace

Marcia R. Wallace, Town Clerk

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